

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
October 13, 2020
REMOTE VIRTUAL MEETING
Public Dial in and Access Code provided

I. CALL TO ORDER

The meeting was called to order at 4:32 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

Treasurer George Bridges

Commissioner Janet Kilkelly

COMMISSIONERS ABSENT

Vice President Jacqueline Herrera-Giron

*Commissioner Marc Jones

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 September 8, 2020 (Board of Commissioners Meeting), September 22, 2020 (Special Board Meeting), Bills, Payroll, and Financial Statements.

Motion by Kilkelly, seconded by President Johnson, to approve the Minutes of the September 8, 2020 (Board of Commissioners Meeting), September 22, 2020 (Special Board Meeting), Bills, Payroll, and Financial Statements, as presented.

On the roll call, the vote was as follows:

AYE: Kilkelly, Bridges, and Johnson

NAY: None
ABSTAIN: None
ABSENT: Jones, Herrera-Giron

Motion carried.

IV. PUBLIC COMMENT

Commissioner Kilkelly stated that Alderman Kirkwood had wanted to attend to discuss the bus stop proposed for Lilac Ledge.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

None.

VI. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report and offered to answer any questions. Along with the report, he updated the board that there will be no in person IPRA conference this year. There will be a virtual option. Adriane Johnson was appointed to Senator Link's position. Ms. Anderson sent a letter on behalf of the park district. Training is occurring with Mr. Harris this week virtually. All five letters of retirement from staff have been received.

B. Attorney Report: Attorney Florip has been working with staff on various contracts, agreements, and letters.

C. Legislation/ IAPD Update: Attorney Florip stated that there may not be a veto session this year. No arrangements have been made for meeting space.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report and updated the board about a News Sun article featuring park district programs. He congratulated Mr. Bejster and the Field House staff on maintaining over 6,000 members during the pandemic. Commissioner Kilkelly thanked Mr. Beverly and recreation staff for stepping up during a challenging year.

Mr. Bejster highlighted some of the programs. Some numbers are low, but staff has done a good job of running the programs safely. Cheer and dance, basketball, soccer, bootcamp, run like me, and swim lessons have all begun. Adult softball leagues are wrapping up this weekend. Drop in pickleball has begun. Participation in fall programs has been about 50% from previous years. Staff is also working on doing a pool pumpkin patch on the 24th, 26th, and 30th of October.

Mr. Mayfield stated that starting next week the Jane Addams Center will be used for early voting. Staff have been working on virtual special events. There will be alternatives for the Cemetery Walk and Tour of Homes. They received an \$18,700 grant to support general operations. They will also be offering a turkey trot event on November 9th.

D2. Parks: Mr. MacLean presented his report. He shared that King Park is open. On October 27th, the board may want to hold a ribbon cutting. The Lake County inspection passed without issue. The winterization and closing of restrooms begin Monday, October 19th. The park district received funding of \$200,000 for Victory Park.

Commissioner Kilkelly asked what the status of the IDOT properties is surrounding the Carnegie building. Staff is waiting to hear from IDOT if they are able to acquire the three parcel properties near the Carnegie building. The donor has emphasized that the properties should be part of the plan. Staff will continue to move forward with the plan of having the three parcels, without official notification from IDOT.

Motion by Commissioner Kilkelly, seconded by President Johnson, to seat Commissioner Jones.

On the roll call, the vote was as follows:

AYE: Kilkelly, Bridges, and Johnson

NAY: None

ABSTAIN: None

ABSENT: Jones, Herrera-Giron

Motion carried.

*Commissioner Jones was seated at 4:50pm.

D3. Community Relations: Ms. Anderson presented her report. She stated that staff will begin the new winter/spring program guide next week, which will be out at the end of December or first week of January. This will be the same format as the last guide.

Commissioner Kilkelly asked who won the “Best of the Best” awards.

D4. Finance and Administration: Mr. Beckmann presented his report and updated the board that there will be a new TIF district that the city is going to be enacting, including portions of Fountain Square. They may add a Metra station in that area. Staff has had discussions with the mayor and city staff about this. They expect this to take 10-15 years. They will be submitting reimbursement for CARES Act funding in the amount of \$368,000. An additional reimbursement request is going to be made for Parky’s Fun Club. Golf revenue was at \$313,000, up from last year. Fall rates begin on Monday. Treasurer Bridges asked and staff affirmed that Greenshire had been shut down the year.

VII. REVIEW, DISCUSS, DECIDE

A. Motion to Approve Amended Policy 4.08 Holidays – Juneteenth added

Mr. Beckmann stated that staff is seeking to amend the policy

Motion by President Johnson, Second by Commissioner Jones to amended policy 4.08 holidays with Juneteenth added, 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.

- B. Motion to Approve Appointment of Commissioner Delegate and Alternate to Attend the Annual Meeting at the IAPD IPRA Annual Virtual Conference in January 28-30, 2021

Ms. Sandine stated that the board needs to select delegates for the virtual conference. Treasurer Bridges volunteered to be the delegate and Vice President Herrera-Giron was proposed as the alternate.

Motion by President Johnson, seconded by Commissioner Jones, to approve Appointment of Commissioner Delegate and Alternate to Attend the Annual Meeting at the IAPD IPRA Annual Virtual Conference in January 28-30, 2021, 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.

- C. Motion to Approve Interfund Transfers

Staff is recommending approval of the interfund transfers as presented.

Fund	From	To
Memorial/Endow. (#43 Rec Scholarships) (16-11-11-583-9999)	\$100.50	
	Recreation (02-46-44-473-9999)	\$100.50

Purpose: To offset program costs for 4 swim lesson scholarships for the General Learn to Swim program.

Motion by President Johnson, seconded by Treasurer Bridges, to approve interfund transfers, 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.

D. Motion to Approve New Memorial Endowment Accounts for Carnegie Library

Staff would like to create new funds to track expenses for the Carnegie library project.

Motion by Commissioner Kilkelly, seconded by Commissioner Jones, to approve New Memorial Endowment Accounts M56 & M57 for Carnegie Library, 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 Accept the Low Bidder for General Obligation Limited Refunding Park Bonds, Series 2020

Aaron Gold from Speer Financial presented information to the board. He went over the results from the sale. They held a competitive sale where they received four bids. The low bid was from People's National Bank from Kewaunee. Closing is anticipated on October 27th and will be a one-year issue. These are general obligation, limited refunding park bonds. They can be issued without going to referendum.

Staff is seeking approval of the low bidder. The proceeds will be committed to the Memorial Endowment funds.

Motion by President Johnson, seconded by Treasurer Bridges to Accept the Low Bidder for General Obligation Limited Refunding Park Bonds, Series 2020, 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.

F. Motion to Approve Ordinance 20-07 consideration and action on an ordinance for the issue of approximately \$1,873,030 General Obligation Limited Refunding Park Bonds, Series 2020, of the Waukegan Park District, Lake County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the purpose of refunding certain outstanding bonds of said Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and

interest of said bonds, and authorizing the sale of said bonds to the purchaser thereof.

Staff recommends acceptance of the ordinance.

Motion by President Johnson, seconded by Treasurer Bridges to approve Ordinance 20-07 consideration and action on an ordinance for the issue of approximately \$1,873,030 General Obligation Limited Refunding Park Bonds, Series 2020, of the Waukegan Park District, Lake County, Illinois, for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the purpose of refunding certain outstanding bonds of said Park District and for the payment of the expenses incident thereto, providing for the levy of a direct annual tax to pay the principal and interest of said bonds, and authorizing the sale of said bonds to the purchaser thereof., 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.

G. Motion to Approve Carnegie Site Access Agreement with Harboe Architects

Staff seeks approval of 2 agreements. One will allow Harboe Architects access to the building and the second is a donor agreement.

Motion by Treasurer Bridges, seconded by Commissioner Jones to approve Carnegie Site Access Agreement with Harboe Architects, subject to attorney review, 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.

H. Motion to Approve Carnegie Donor Gift Agreement

This agreement will allow the donor to contribute \$5 million to the project.

Motion by President Johnson, seconded by Commissioner Kilkelly to approve Carnegie Donor Gift Agreement, 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.

I. Potential Pace Bus Shelter at Washington and Rose Park

Attorney Florip stated that Pace would only agree to joint liability.

Commissioner Kilkelly noted that most of the bus shelters go onto the sidewalk, which is owned by the city. She asked if this land could be deeded over to the City. Attorney Florip stated that the park district could do this, if the city would take the property. The city would then need to execute an agreement with Pace.

Alderman Kirkwood had told Commissioner Kilkelly that several Lilac Ledge residents wait for the bus stop.

Mr. Lerner stated that Mr. Girmscheid revisited with Pace on this topic. They currently do not have funds available for either site. They may in the future, but not at this time. If the board would like the stops, they could inform Pace, and come back to the board with contracts in the future.

Commissioner Jones asked if a letter of intent can be sent. Staff will send the letter and request a contract when funding becomes available.

VIII. CLOSED SESSION

None.

IX. ANNOUNCEMENTS

None.

XII. QUESTIONS/COMMENTS FROM COMMISSIONERS

Commissioner Kilkelly asked if the board anticipates moving back to live meetings. Mr. Lerner stated that staff can facilitate whatever the board would like. She noted that it would be nice for the public to be able to see what is happening. She is happy that congratulations are being sent to Adriane Johnson.

Commissioner Jones commended staff on the consistency with which they conduct business. He is pleased with the continued growth of the virtual programs. The park district is always pushing the limits and boundaries in everything they do. Please remain vigilant of COVID-19. It is still out there.

Treasurer Bridges thanked Mr. Beverly and his team for putting their hearts into the park district's 5K. He has other events that he plans to mimic the plan the park district utilized. He is appreciative of the energy the staff put into this. He thanked Mr. Lerner and Mr. MacLean for the park district's reaction

speed. He also thanked staff and the board for implementing Juneteenth.

President Johnson stated that he will miss the staff that is leaving and looks forward to moving into 2021 with as much strength as ever. Let's get to the holiday season happy and healthy.

XI. NEXT MEETING

A. Board of Commissioners King Park ribbon cutting – Tuesday, October 27th at 10:30 am.

XIII. ADJOURNMENT

There being no further business, Treasurer Bridges moved, seconded by President Johnson to adjourn the meeting at 5:31 p.m.

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

AYE: Kilkelly, Jones, Bridges, Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

Respectfully submitted,

Mandi Florip
Secretary