

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
November 10, 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
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 October 12, 2020 (Board of Commissioners Meeting), Bills, Payroll, and Financial Statements.

Motion by Treasurer Bridges, seconded by President Johnson, to approve the Minutes of the October 12, 2020 (Board of Commissioners Meeting), Bills, Payroll, and Financial Statements, as presented.

On the roll call, the vote was as follows:

AYE: Kilkelly, Jones, Bridges, and Johnson

NAY: None

ABSTAIN: Herrera-Giron

ABSENT: None.

Motion carried.

IV. PUBLIC COMMENT

None.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

- A. Presentation by Dwayne Springs, Springs Preparatory Academy – Mr. Springs shared a video with the board. Mr. Springs stated that he has been misunderstood in the past. With the current climate in America, reaching out to a population that is at risk has been a mission. They use the Park District to serve this population to build and help them to grow. He is requesting assistance from the Park District.

Mr. Lerner noted that he would like a specific list of what Mr. Springs is requesting, as the park district is always amendable to providing assistance to programs like this. Board members asked for clarification about what the specific requests are being made, as well as additional information about the park district cases which Mr. Springs referenced in his presentation. Commissioner Jones commended Mr. Springs for his work through this program in reaching the young men of our community.

VI. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report and announced that Mr. Bejster has been promoted to the new Parks Superintendent. He has been training with Mr. MacLean.

B. Attorney Report: Attorney Florip attended the IAPD Legal Symposium virtually this year. Most topics were centered around the recent legal changes that have happened due to COVID-19 and how current laws have been impacted such as OMA.

C. Legislation/ IAPD Update: Attorney Florip noted that veto session will likely be one week this year and will focus on police reform bills.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report congratulated Mr. Bejster on his promotion and Mr. Mayfield on his retirement. The park district is preparing for possible new restrictions and how they may impact field house and program operations.

Mr. Bejster stated that he will miss being a part of the recreational team and members, although he is excited for the promotion. Field House membership count is just under 6,000. Staff continues to monitor state mitigations.

Mr. Mayfield updated the board that his staff has applied for the IPRA Exceptional Workplace Award. There are many virtual and in-person programs running including music lessons, martial arts, and nature programs.

D2. Parks: Mr. MacLean presented his report. He stated that a four-inch water main break had occurred that feeds the south end of Bowen Park. Construction will begin tomorrow. Ben Diamond playground was removed and next week the new playground will be put in. Staff is working on closing documents for King Park. Rose Park has a few more items that need completion.

D3. Community Relations: Ms. Anderson presented her report and offered to answer any questions. She mentioned that her team is in the process of creating the next brochure, which should be in homes the last week of December. Website visits have been steady. Brochure printing costs have decreased due to the number of pages going from 180 to 20.

D4. Finance and Administration: Mr. Beckmann presented his report and noted that golf has been profitable. Golf Rounds through November are at 1,073, well above last year. Food and beverage is at a decline due to the COVID-19 Tier 1 restrictions.

VII. REVIEW, DISCUSS, DECIDE

A. Review of Ordinance 20-08, An Ordinance for the Levy and Assessment of Taxes for the Waukegan Park District for 2020

Mr. Beckmann presented the tax levy ordinance in draft format for board review. He will be seeking approval at the December board meeting. Staff is asking for the minimal increase to sustain some of their initiatives. There is no action needed today.

B. Motion to Approve 2020 Estimated Tax Levy

20 days before a levy is adopted, the park district must have an estimated levy. The estimated levy is \$11,833,102.17 which is an \$20,5058.52 or 1.7% over last year's levy.

Motion by Vice President Herrera-Giron, seconded by President Johnson, to approve to Approve 2020 Estimated Tax Levy, as presented.

Mr. Beckmann noted that this would go up \$9 per household.

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 Resolution 2020-23, Truth in Taxation Law

Staff is recommending the board approve the estimated levy as presented for 2020 for adoption and

approval at the December 8th meeting with no “Truth in Taxation” hearing required as the aggregate estimated levy is under 5% increase from the prior year levy at 4.89%. The tax levy ordinance is due by Tuesday, December 29th.

Mr. Beckmann has prepared the estimated 2020 Tax Levy of \$11,833,102.17. This is an increase of approximately \$205,058.52 or 1.76% over last year’s levy of \$11,628,043.65 in new tax dollars. He based the Levy on an overall EAV increase of 5.31%. The Consumer Price Index (CPI) used for the 2020 Levy is 2.3%, which is higher than last year of 1.9%.

No notice of public hearing is required. The estimated tax rate would decrease (.030224) or (3.37%) from 0.897469 to 0.867245.

Motion by Commissioner Jones, seconded by Vice President Herrera-Giron, to approve to Resolution 2020-23, Truth in Taxation Law, 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.

D. Motion to Approve Interfund Transfers

Staff is recommending approval of the interfund transfers as presented.

Fund	From	To
Corporate (01-11-11-583-9999) \$1,000,000.00		
	Capital (30-11-11-473-9999) \$1,000,000.00	

Purpose: A partial budgeted Capital Fund transfer for FY2020-21.

Corporate (30-11-11-583-9999) \$523,386.25		
	Memorial/Endowment. #56 (16-11-11-473-9999) \$523,386.25	

Purpose: A planned transfer because of debt financing for a capital contribution for Museum Expansion from the Park District.

Memorial/Endow. (#51 Rec Sponsorships) (16-11-11-583-9999) \$1,000.00		
	Recreation (02-48-88-473-9999) \$1,000.00	

Purpose: Advanced Disposal sponsorship monies already received to cover the cost of

the Fall activity Treat Bag.

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, Herrera-Giron, Johnson

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

E. Motion to Approve Harboe Architects for the Carnegie Library

Mr. Lerner noted that this is for the schematic design for the project and is looking for board approval. This is in line with what staff had anticipated.

Motion by Commissioner Kilkelly, seconded by Commissioner Jones, to approve Harboe Architects for the Carnegie Library, 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.

E. Motion to Approve Before and After School Experience (B.A.S.E.) Bus Transportation

No action is needed on this item and it was removed from the agenda.

F. Motion to Approve Pace Bus Shelter Agreement

Mr. Lerner noted that a final agreement has not been provided yet. No action is needed on this item at the time.

G. Motion to Approve Field House Daktronics Marquee

Staff recommends acceptance of the quote of \$29,134.00 from Daktronics.

Daktronics will install the replacement marquee hardware and software for the Field House

marquee. This replacement system includes new panels and software that are required to operate the marquee. The current marquee panels are at the end of their life and can no longer be repaired or purchased.

It is necessary to go with Daktronics in order to be compatible with the current interface that still operates as well as being compatible with the other Park District marquees. The Park District has worked with Daktronics for several years and has a good working relationship with the company.

Motion by Commissioner Jones, seconded by Treasurer Bridges to Approve Field House Daktronics Marquee, as presented.

Commissioner Kilkelly asked if it will take into account the footprint that is already there. Mr. Beverly affirmed that it will, as staff will be going through the same company.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

H. Motion to Approve Vestibule Addition Boys and Girls Club

Staff recommends providing the Boys and Girls Club of Lake County permission to proceed with their proposal of construction to the Community Recreation Center leased to them at Smith Park. The proposal includes adding a vestibule to the south door entrance for the purpose of enhancing the security and safety of the building. The proposed new entrance is ADA compliant, provides a climate protected area for users waiting for entry, and includes an automated locking system.

The Boys and Girls Club of Lake County is responsible for the project funding and project contracts.

Commissioner Kilkelly asked where the push button is for the ADA.

Motion by President Johnson, seconded by Commissioner Kilkelly to Approve Vestibule Addition Boys and Girls Club, 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.

I. Motion to Approve 2021 Board Meeting Schedule

Mr. Lerner presented the 2021 Board Schedule for discussion. If remaining the same, it will be the 2nd and 4th Tuesday's of the month.

Commissioner Kilkelly asked if it should state that they are virtual and not at the District Office. Mr. Lerner noted that it is posted on the website. She also asked for board discussion regarding filming the virtual meeting, rather than just recording audio. President Johnson asked for discussion about the meeting time and moving it earlier.

Motion by President Johnson, seconded by Treasurer Bridges to Approve 2021 Board Meeting Schedule, 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.

IX. ANNOUNCEMENTS

Mr. Lerner stated that the staff recommends not having a committee of the whole meeting on November 24th due to the Thanksgiving holiday and lack of discussion items.

XII. QUESTIONS/COMMENTS FROM COMMISSIONERS

Commissioner Kilkelly had none.

Commissioner Jones stated that having joined the board six years and seeing that the park district can continue to promote from within makes him proud. Hats off to everyone because that speaks for itself.

Treasurer Bridges wanted to remind staff that our next meeting in December will include a presentation by one of our residents about the addition of a racquetball court. He noted that Rose Park looks amazing and thanked staff.

Vice President Herrera-Giron congratulated the new retirees and Mr. Bejster on his new position. She thanked staff for their hard work.

President Johnson congratulated the new retirees and Mr. Bejster.

XI. NEXT MEETING

A. Board of Commissioners Meeting, Tuesday, December 8, 2020 at 4:30 pm (virtual meeting)

XIII. ADJOURNMENT

There being no further business, President Johnson moved, seconded by Commissioner Jones to adjourn the meeting at 5:36 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