

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
December 8, 2020
REMOTE VIRTUAL MEETING
Public Dial in and Access Code 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 Janet Kilkelly

COMMISSIONERS ABSENT

*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, Retiring Superintendent of Parks Scott MacLean, Incoming Superintendent of Parks 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 November 10, 2020 (Board of Commissioners Meeting), Bills, Payroll, and Financial Statements.

Motion by President Johnson, seconded by Vice President Herrera-Giron to approve the Minutes of the November 10, 2020 (Board of Commissioners Meeting), Bills, Payroll, and Financial Statements, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None
ABSENT: Jones

Motion carried.

IV. PUBLIC COMMENT

Tony thanked staff for their work.

*Commissioner Jones entered at 4:34 pm.

Motion by Commissioner Kilkelly and second by President Johnson to seat Commissioner Jones.

AYE: Kilkelly, Bridges, Herrera-Giron, and Johnson
NAY: None
ABSTAIN: None
ABSENT: Jones

Motion carried.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

A. Presentation regarding racquetball by Gus Zamora, Ronald Alesia, and Thomas Carter.

Mr. Zamora presented a PowerPoint presentation regarding the possible addition of an outdoor racquetball, handball, and paddleball court. The proposed, quadrant-shaped, court would be multi-use and could be used for recreational play, lessons, and leagues.

B. Nature's Classroom Presentation

Javi Martinez shared a presentation about the converted building at Bevier Park. Mr. Martinez and Ms. Dumas provided a virtual tour of the nature center, which has been named Nature's Classroom. Programming began in early fall with 16 programs such as pressed leaf coasters, tree rings, and decorating with nature.

VI. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report and recognized the staff that worked on the museum grant. He also recognized staff that has been working on the CARES Act grant funding from Lake County. Mr. Lerner stated that they have received an additional grant for \$30,000. He commended staff on all of the grants they have secured for the park district. Mr. Lerner noted that this would be the last meeting for Mr. MacLean and Mr. Mayfield, as they retire.

B. Attorney Report: Attorney Florip noted that she has been working with Pace legal counsel on contract changes.

C. Legislation/ IAPD Update: Attorney Florip stated that veto session was cancelled this

year and she expects the legislature to return briefly in January to swear in new members and pass remote meeting legislation.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report. He noted that retiring staff would be missed. He appreciates the support from Mr. Lerner in getting the nature center opened. On Thursday, the Field House gymnasium will be hosting a socially distanced retirement party.

The park district currently has 5,664 members at the Field House. Virtual programs are being offered in several areas. Commissioner Kilkelly stated that she has received many compliments from the community for staff.

Mr. Mayfield thanked the board and senior staff for the opportunity to work for the park district for the last 25 years. He noted that the park district is in good hands with current staff. The Polar Bear Plunge will be virtual this year. There will be virtual plunge drawings to sign up for prizes and staff will be hosting a home video contest.

He stated that they received a grant for \$5,000 from United Way to reduce social isolation during COVID-19. Staff coordinated a holiday wreath decorating contest where participants paid a fee and received the supplies to create a decorate a wreath. 16 wreaths were turned in and 22 people bid on them to raise \$600.

D2. Parks: Mr. MacLean presented his report. King Park has been completed. Rose Park is close to completion. Victory Park is progressing nicely. Staff has a design and development team meeting later this month. Ben Diamond park installation began today. This should be completed and reopened by Christmas. He thanked staff and looks forward to retirement. The board wished Mr. MacLean a happy retirement.

Commissioner Kilkelly asked for clarification about the Rose Park walking path. Mr. MacLean stated that as the project progressed, it became apparent that the walking path was in poor enough condition that it needed to be re-done.

D3. Community Relations: Ms. Anderson presented her report and offered to answer questions. She noted that the foundation has raised \$14,000 so far in their annual appeal. They have been asked to submit a grant request and are hopeful that there will be some additional funds. She highlighted Ben's report and noted that he has been overseeing multiple grants. She thanked Mr. MacLean and Mr. Mayfield for their years of service.

D4. Finance and Administration: Mr. Beckmann presented his report. He noted that the park district should be receiving their CARES Act funding later this month. He is working on the closeout of King Park. He also briefly highlighted the budget task schedule. Staff will be working to evaluate requests and the board will have a high-level overview at the February 25th board meeting.

VII. REVIEW, DISCUSS, DECIDE

- A. Motion to Approve Resolution 2020-24, Change Order 18 for Rose Park
Splash Park

Mr. Aulisio presented the memo and back up information for the change order. This will be the final change order for Rose Park, collecting a number of items that have been outstanding. Staff recommends acceptance of Change Order 18 which represents the inclusion of the various potential change orders for a total add to the contract sum of \$15,407.99.

Motion by Commissioner Kilkelly, seconded by President Johnson, to approve Resolution 2020-24, Change Order 18 for Rose Park Splash Park, 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 Carnegie Donor Agreement

Staff recommends acceptance of the Carnegie Donor Agreement in the amount of \$5 million.

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

C. Motion to Approve Carnegie Construction Manager Recommendation

Motion by Commissioner Jones, seconded by Vice President Herrera-Giron, to approve Carnegie Construction Manager Recommendation, 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 Ordinance 20-08, An Ordinance for the Levy and Assessment of Taxes for the Waukegan Park District for 2020

Mr. Beckmann noted that nothing has changed since the November 10th meeting when this was originally presented.

Motion by President Johnson, seconded by Commissioner Jones, to approve Ordinance 20-08, An Ordinance for the Levy and Assessment of Taxes for the Waukegan Park District for 2020, 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 GolfVisions Management Agreement Renewal

Mr. Beckmann stated that this was the renewal agreement for GolfVisions. This will be a new format of a one-year contract with a two-year renewable option, at the discretion of the park district.

Motion by President Johnson, seconded by Commissioner Jones, to approve GolfVisions Management Agreement Renewal, 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.

F. Review 2020-21 Mid-Year Report

Mr. Beckmann presented the mid-year report and highlighted changes. Because of COVID-19, staff has implemented cost reduction strategies. Staff has done a great job monitoring expenditures. The strategic plan is moving forward, while making an impact across the community.

G. Motion to Approve Interfund Transfers

Staff is recommending approval of interfund transfers.

Fund	From	To
Memorial/Endow. (#43 Rec Sponsorships)	(16-11-11-583-9999)	\$20.00
	Recreation (02-46-92-473-9999)	\$20.00

Purpose: To provide 1 scholarships for the All-Around Basketball Skills Program.

Motion by Treasurer Bridges, seconded by Vice President Herrera-Giron, 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.

H. Motion to Approve Brochure Printing Bid

Staff is recommending approval to go out to bid for the brochure.

Motion by Vice President Herrera-Giron, seconded by Treasurer Bridges to Approve Brochure Printing Bid, 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 thanked Mr. Aulisio for the final change order. This will allow staff to start the design phase of the project.

XII. QUESTIONS/COMMENTS FROM COMMISSIONERS

Commissioner Kilkelly stated that is always bittersweet to have meetings where we have to say goodbye to team members. She is thankful for all of the contributions of the retiring employees. The board appreciates the legacy that they have left behind.

Commissioner Jones thanked Mr. MacLean and Mr. Mayfield, and all of the retiring employees. It has been a pleasure to work with them and get to know them. He stated that Nature's Classroom looks

outstanding and that the video is well done. He is excited about the Carnegie building finally getting off the ground.

Treasurer Bridges knows that the park district will continue the great thing they are doing. He appreciates all of the work the retiring employees have contributed.

Vice President Herrera-Giron thanked the retirees for the seeds they have planted for the park district. She hopes they will check in regularly. She offered a congratulations to the retirees.

President Johnson echoed the remarks of all commissioners. He stated that it has been a pleasure working with both Mr. MacLean and Mr. Mayfield. He appreciates their work. He thanked the board and staff and wished everyone a safe and happy holiday.

XI. NEXT MEETING

A. Board of Commissioners Meeting, Tuesday, January 12, 2021 at 4:30 pm (virtual meeting)

XIII. ADJOURNMENT

There being no further business, President Johnson moved, seconded by Commissioner Kilkelly to adjourn the meeting at 5:44 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