

MINUTES OF SPECIAL BOARD MEETING  
BOARD OF PARK COMMISSIONERS  
WAUKEGAN PARK DISTRICT  
Virtual Remote Meeting  
TUESDAY, FEBRUARY 23, 2021 at 4:30pm  
Public dial in 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 Quincy Bejster, and Attorney Mandi Florip.

**III. PUBLIC COMMENT**

None.

**IV. ACKNOWLEDGEMENTS & PRESENTATIONS**

- A. 2020 Patron of the Year – Advanced Disposal – President Johnson read into record the resolution acknowledging Advanced Disposal as the 2020 Patron of the Year. Mr. Kyle McCoy accepted the award on behalf of Advanced Disposal.
- B. 2020 Volunteer of the Year – Rogelio Gomez – President Johnson read into record the resolution acknowledging Rogelio Gomez as the 2020 Volunteer of the Year. Mr. Beverly accepted the award on behalf of Mr. Gomez, who was unable to attend the meeting.
- C. 2021 Jack Benny Arts & Humanities – Harry Came – Vice President Herrera-Giron read into record the resolution acknowledging Harry Came as the 2021 Jack Benny Arts &

Humanities award. Mr. Came accepted the award and thanked the board for the honor.

## V. REVIEW, DISCUSS, DECIDE

### A. Draft of GolfVisions Budget

Mr. Beckmann and Mike Jesse presented the GolfVisions budget for 2021. He noted that several restrictions are in place which change the budget.

Mr. Jesse noted that this past year golf numbers were higher than in 2019. Greenshire had 1,500 more rounds and Bonnie Brook had 6,217 more rounds than the prior year. The proposed budget includes similar restrictions to 2020. Family golf is a new addition and will be at 5:30 each day and provides for one adult and one child (under 18) golfer for a reduced fee.

He also noted that inside dining is allowed for Friday fish fry with reduced capacity.

Commissioner Kilkelly asked if staff anticipates outdoor dining/special events. Mr. Jesse stated that the outdoor dining opportunities/events would take place with musical entertainment.

### B. Budget Workshop 1

1. Budget Planning Process, Calendar, and Policies – Mr. Beckmann guided the board through the relevant documents included in the board packet. Staff has evaluated requests while protecting the fund balance. Staff has been able to run several different scenarios for fiscal outcome. He highlighted that the district will have a large savings in IMRF this year.
2. Current Financial Position: Budget Assumptions and Short-term Issues – Staff is under the assumption that restrictions will still be in place in 2021. In short-term and long-term, the district is positioned well. Staff is being mindful of budget assumptions in terms of many things including the increased minimum wage.
3. Draft of Significant Service Level Changes – Mr. Beckmann noted that in his area they will be reducing overtime in the district by scheduling better and maximum their skilled labor force. Recommendations are included which will allow staff to interact at a higher level with the community.

Mr. Bejster stated that they plan to increase part time staff for parks maintenance to assist with new parks that are coming back online this summer. There are also additional restrooms that will need maintenance and service. They also plan to decrease park patrol with the timed locks, which will present a savings.

Mr. Beverly noted that they will have an increase in staff due to the restrictions in place. The Field House is operating at 5,500 and are used to 7,000 so they are working on increasing membership. With tournament capacity being restricted, staff anticipates losing a small amount of revenue.

Ms. Johnson stated that the printing bid budget for next year's brochure is \$10,000

less than last year's estimate.

Staff will move forward with the service level changes which will be implemented in the budget.

4. Update on FY2020-21 Capital Improvement Plan (CIP) – To date, staff expects \$3.3 million, most of which is on the completion of Rose Park.
5. Draft of FY2021-22 CIP – Staff is planning for a restrictive CIP at \$1.5 million, with a plan to spend \$1 million on Carnegie development/construction and the additional \$500,000 after Carnegie is opened. There are only four carry-over projects, which were anticipated.

Mr. Bejster highlighted the BRC roof replacement, which will be an expensive investment with the new energy codes. Staff plans to finish the Midlane parks by early summer. Victory construction should be done by late summer. Staff is looking at replacement of equipment at Park in the Glen. Staff expects a large amount of work at Bowen Park as well. Commissioner Kilkelly asked when Bevier will be replaced. Staff stated it would be in the next few years.

Mr. Beverly stated that the CIP is scaled down for recreation this year. The CIP includes a replacement of weight equipment at the Field House.

6. Preliminary Salary Schedule FY2021-22 – Mr. Beckmann stated that COL went up 1.4% so recommendation is for the standard wage increase for staff. Recommendations also include a merit raise up to 3%.

President Johnson stated that he fully supports the increases, given how the staff has carried the district through the pandemic and continued to support the community.

Commissioner Kilkelly asked about fees for Rose Park. Rose Park splashpad is free for residents and \$6/child and \$10/adult for non-residents. Commissioner Jones asked about how staff intends to handle capacity limitations. Mr. Beverly stated that the front desk will account for all individuals who enter and leave. Vice President Herrera-Giron asked how residency is deciphered for splash pad entrance. Mr. Beverly stated that an ID or school ID would be required for entrance. Vice President Herrera-Giron asked for staff to look at this process in light of undocumented individuals who may not have an ID.

## **VI. ANNOUNCEMENTS**

Upcoming Board of Commissioners Meeting March 9, 2021 at 4:30 pm.

Mr. Lerner noted that since our last meeting Attorney Florip sent the letter offering the land donation to the city of Waukegan for the properties.

## **VII. QUESTIONS/COMMENTS FROM COMMISSIONERS**

Commissioner Kilkelly noted that Commissioner Jones was a much-needed role model. She is sorry to see him go. She noted that we are a community that is dependent on volunteers and she is so appreciative of his service on the board and to the park district.

Treasurer Bridges stated that he was thankful for the time he was able to serve with Commissioner Jones. He stated that all of the seeds he has planted for the park district will continue to bear fruit.

Commissioner Jones stated that it is great to hear about the wonderful programs going on within the park district. He will be resigning from the board effective on February 24, 2021. He extended a sincere word of thanks and gratitude to everyone on the call, those not on the call, and everyone he has had the opportunity to work with. He will forever be indebted to his experience on the board and the opportunity he has had to have a multi-generational impact on the community. He hopes to have, in some small way, left an impact that will resonate with the park district and community. Commissioner Jones thanked each board member individually.

Vice President Herrera-Giron stated that she is grateful to Commissioner Jones for his mentorship and all he has done to help her.

President Johnson noted that this board shows how Waukegan residents can grow and change and that Commissioner Jones has set an example for everyone. He stated that it has been great working alongside him on this board and he will be missed.

**VIII. NEXT MEETING**

- Tuesday, March 9, 2021, 4:30 pm – Board of Commissioners Meeting

**IX. ADJOURNMENT**

There being no further business, President Johnson moved, seconded by Commissioner Jones to adjourn the meeting at 5:38 p.m.

There was no discussion.

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