

MINUTES OF SPECIAL BOARD MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
Virtual Remote Meeting
TUESDAY, JANUARY 26, 2021 at 4:30pm
Public dial in provided

I. CALL TO ORDER

The meeting was called to order at 4:33pm. 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

Commissioner Marc Jones
Commissioner Janet Kilkelly

COMMISSIONERS ABSENT

*Treasurer George Bridges

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

President Johnson noted the loss of Terry Duffy and the board took a moment of silence in honor of him.

A. Waukegan Parks Foundation Presentation – Nathan Hintz provided an update on the percussion playground, which was the first capital project of the Foundation. The Foundation has raised over \$50,000 and has committed to put another \$20,000 toward the goal of \$89,000, which would purchase and install the equipment.

B. Grant Update Presentation – Ben Richards provided a grant presentation to the board. Key points included an overview of how the grants department operates, grant systems and tracking,

cross district impact, numbers and results and the impact on the community. Mr. Richards noted that Waukegan Park District staff has been involved in leading training on grant management.

*Treasurer Bridges entered the meeting at 4:55pm.

Motion to seat Treasurer Bridges by President Johnson seconded by Commissioner Jones.

On the roll call, the vote was as follows:

AYE: Kilkelly, Jones, Herrera-Giron, Johnson

NAY: None

ABSTAIN: None

ABSENT: Bridges

Motion carried.

V. REVIEW, DISCUSS, DECIDE

A. Motion to Approve Bid of Banquet Flooring at Bonnie Brook Clubhouse

Staff recommends acceptance of the low bid of \$43,238.00 from Tiles in Style, LLC for the Bonnie Brook Golf Course Banquet Flooring.

Motion by President Johnson, seconded by Treasurer Bridges to approve Bid of Banquet Flooring at Bonnie Brook Clubhouse, as presented.

Commissioner Kilkelly asked what the age of the current carpet is. Mr. Beckmann noted it was 4 years old and cost about \$25,000. The tile is expected to last 15-20 years and will save long term in cleaning costs.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Commissioner Kilkelly asked about the timing. Mr. Beckmann noted it would be before April.

B. Motion to Approve Ordinance 21-03 Surplus Property Sale

Pursuant to Section 8-22 of the Park District Code (70 ILCS 1205/8-22), every park district is authorized to sell or convey any personal property by board approval, that is no longer necessary, useful, or in the best interests of the park district to keep and maintain. Staff recommends

approval of the ordinance to sell property identified by staff as surplus. This property would be put on an auction site.

Motion by Commissioner Jones, seconded by Vice President Herrera-Giron to approve Ordinance 21-03 Surplus Property Sale, as presented.

There was no discussion on the 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 Field House LED Lighting

Staff recommends acceptance of the quote of \$18,240.63 from Verde Energy Efficiency Experts for the 2021 Fitness Center LED Conversion. Staff provided the board with the proposal with project specifics. There are currently vendor incentives available.

Motion by Vice President Herrera-Giron, seconded by President Johnson to approve Field House LED Lighting, as presented.

There was no discussion on the 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.

D. Motion to Purchase of Foley Grinder for Bonnie Brook

Staff recommends the sole source purchase of Foley Grinder from Reinders in the amount of \$50,995.00. The sole source documentation was provided. This will be replacing the 1985 grinder, which will be placed in the surplus property for auction.

Motion by President Johnson, seconded by Commissioner Jones to Purchase of Foley Grinder for Bonnie Brook, as presented.

Vice President Herrera-Giron asked for clarification about the current safety issues which are causing

the need for replacement.

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. Permission to Accept Bids for a 2021 Ford Explorer XLT

Mr. Bejster stated that the vehicle is necessary to replace the 2006 Explorer which has been tagged out for safety reasons. The mechanic has recommended replacement.

Motion by President Johnson, seconded by Commissioner Jones to Accept Bids for a 2021 Ford Explorer XLT, as presented.

Commissioner Kilkelly asked for clarification about how this vehicle would be used. Staff noted that there will be a shuffle of vehicles.

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. COVID-19 Waukegan Park District Update

Mr. Beckmann noted that food and beverage can be at 25 people or 25% of capacity. There will not be any indoor beverage or dining at this time. They will continue to provide pick up. Mr. Beverly stated that Region 9 has been moved to the Tier 1 restrictions. This will mainly impact the fitness center, which will operate at 50% including GroupEx and swimming. Locker rooms will be open.

G. Motion to Approve Amended Salary Schedule FY 2020-21

Motion by President Johnson, seconded by Kilkelly to Approve Amended Salary Schedule FY 2020-21, as presented.

On the roll call, the vote was as follows:

AYE: Kilkelly, Jones, Herrera-Giron, Johnson

NAY: None

ABSTAIN: None
ABSENT: Bridges

Motion carried.

VI. CLOSED SESSION

Motion by President Johnson, seconded Treasurer Bridges, to enter into closed session to discuss personnel, pursuant to 5 ILCS 120/2(c)(1). On a roll called vote, the vote was as follows:

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

Motion carried.

A. Personnel ILCS 120/2 (c)(1)

Motion by President Johnson, seconded by Vice President Herrera-Giron to leave closed session and enter open session.

On the roll call, the vote was as follows:

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

Motion carried.

Open session convened at 5:49pm.

VII. ANNOUNCEMENTS

None.

VIII. QUESTIONS/COMMENTS FROM COMMISSIONERS

Commissioner Kilkelly noted that she was glad the park district sent sympathies to the family of Mr. Duffy.

Treasurer Bridges echoed Commissioner Kilkelly's comment and noted he was glad to serve alongside of Mr. Duffy.

Commissioner Jones stated that he replaced Mr. Duffy on the board who was professional and helpful in the transition. He set the tone for Commissioner Jones coming on the board and will never forget his

kindness. He also noted that the parks foundation is doing an awesome job.

Vice President Herrera-Giron provided her condolences to the family of Mr. Duffy and to all who have lost close ones and loved ones to COVID-19. She commended staff on all of the grant work that had been done.

President Johnson stated that he had gotten to know Mr. Duffy and he was an all-around great guy who will be missed. He offered his condolences to the family.

IX. NEXT MEETING

- Tuesday, February 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 5:50 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: Bridges

Motion carried.

Respectfully submitted,

Mandi Florip
Secretary