

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
March 9, 2021
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

Treasurer George Bridges

Commissioner Janet Kilkelly

COMMISSIONERS ABSENT

Vice President Jacqueline Herrera-Giron

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. CONSENT AGENDA

The Consent Agenda Items which included the Minutes of the February 9, 2021 (Board of Commissioners Meeting), Minutes of the February 23, 2021 (Special Board Meeting), Bills, Payroll, and Financial Statement.

Motion by Commissioner Kilkelly, seconded by Treasurer Bridges to approve the Minutes of the February 9, 2021 (Board of Commissioners Meeting), Minutes of the February 23, 2021 (Special Board Meeting), Bills, Payroll, and Financial Statements.

On the roll call, the vote was as follows:

AYE: Kilkelly, Bridges, and Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

IV. PUBLIC COMMENT

Tony noted that the exterior of the men's restroom at Bowen Park has waste that needs to be cleaned up.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

VI. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report and updated the board that union negotiations are going well. He also noted that staff sent out an email regarding vaccinations. The anonymous donor from Carnegie has given a generous donation for tree planting.

B. Attorney Report: Attorney Florip noted that she has been working with staff on union negotiations. She also stated that new board members will be sworn in, pending the outcome of the April elections.

C. Legislation/ IAPD Update: Attorney Florip stated that a bill has been passed to allow the legislature to meet remotely so bills will begin to be passed in April. She also noted that the new Federal Coronavirus relief bill does not contain direct funding for park districts.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report. Field House membership is reaching 6,000. The Sports Park is open and the Field House will be hosting an upcoming gymnastics meet. Carnegie planning is going well. The District hosted the Governor last Wednesday. Mr. Beverly thanked staff for their work. Commissioner Kilkelly stated that she appreciates the hard work that the employees are doing to serve the community by keeping the facilities clean and safe.

D2. Parks: Mr. Bejster presented his report. During the winter months, staff removed almost 3 feet of snow and dealt with a lot of cold weather. The District officially owns the Midlane properties. Construction has gone out to bid and will close on March 16th. Victory demo has begun by in house staff. They have been working on summer preparation for the parks and are working on tree maintenance. Staff is looking at a date of April 15th for opening Rose Park playground with a ribbon cutting.

D3. Community Relations: Ms. Anderson presented her report. She highlighted that the program guide would be delivered to the post office on April 2nd. This is the summer guide covering May-August and will drive people to the website. Volunteer patron videos are on Facebook. Ms. Anderson noted that this was Mr. Lerner's idea and staff should consider doing this in the future. Partners in Parks Golf Outing is June 30th and a Foundation fundraiser at the Percussion Playground on September 10th.

Commissioner Kilkelly asked what the schedule of the volunteer appreciation posts is. Staff answered that there are 14 posts and about half have been posted. She also asked about the status of CDBG funding. Staff noted that they are waiting to hear from the City.

D4. Finance and Administration: Mr. Beckmann presented his report. He asked to move back the budget workshop to the April 13th board meeting. Staff would like to bring back 2 full time positions. The District has seen positive operating results and is looking forward to sharing the results of this.

VII. REVIEW, DISCUSS, DECIDE

A. Motion to Approve Purchase of Victory Park Fitness Equipment

Staff recommends acceptance of the purchase of the GameTime Fitness equipment from Cunningham Recreation for the fitness equipment at Victory Park in the amount of \$20,039.67.

Motion by President Johnson, seconded by Treasurer Bridges, to approve the purchase of Victory Park Fitness Equipment, as presented.

On the roll call, the vote was as follows:

AYE: Kilkelly, Bridges, and Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

B. Motion to Approve Construction at Victory Park

Staff recommends acceptance of the low bid of \$717,510.00 from Integral Construction for the 2021 Victory Park Renovation. This includes their Base Bid and our acceptance of Alternates 2,3,4, and 7. Design Contractor, Hitchcock Design Group has vetted Integral Construction and confirms the recommendation.

Motion by President Johnson, seconded by Treasurer Bridges, to approve construction at Victory Park, as presented.

On the roll call, the vote was as follows:

AYE: Kilkelly, Bridges, and Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

C. Motion to Approve Purchase of Van for Special Recreation

Staff recommends acceptance of the low proposal of \$41,677.00 from MobilityWorks for the 2019 Dodge Grand Caravan SE/Entervan.

Motion by Commissioner Kilkelly, seconded by Treasurer Bridges, to approve purchase of van for special recreation, as presented.

On the roll call, the vote was as follows:

AYE: Kilkelly, Bridges, and Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

D. Motion to Approve Affiliate Agreements for Baseball, BMX, Football, and Soccer

The board reviewed the four Affiliate Agreements which have been updated from 2012 for review and approval.

They include: Waukegan Youth Baseball Association, Waukegan BMX Club, Waukegan Youth Football Association, and Waukegan Association of Youth Soccer. These agreements are no longer automatic renewal and now have a term until March 31, 2022. It builds upon our strategic plan initiative to strengthen intergovernmental relationships, community connections and communication.

Motion by President Johnson, Second by Treasurer Bridges to approve affiliate agreements for baseball, BMX, football, and soccer, as presented.

On the roll call, the vote was as follows:

AYE: Kilkelly, Bridges, and Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

E. Motion to Approve Interfund Transfers

Staff is asking for approval of interfund transfers.

Fund	From	To
	Corporate (01-11-11-583-9999) \$400,000.00	Capital (30-11-11-473-9999) \$400,000.00

Purpose: The final budgeted Capital Fund transfer for FY2020-21.

Motion by Commissioner Kilkelly, seconded by Treasurer Bridges, to approve interfund transfers, as presented.

On the roll call, the vote was as follows:

AYE: Kilkelly, Bridges, and Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

F. Motion to Approve New Memorial Endowment Account

There are new requirements in the grant agreement that require the District to track the interest, in order to be compliant. This new fund will provide funding and tracking of grant expenditures for IDNR OSLAD project. All interest earned on Grant Funds held by Waukegan Park District shall be tracked.

Motion by President Johnson, seconded by Treasurer Bridges, to Approve new memorial endowment account, as presented.

Commissioner Kilkelly asked why this is necessary. Staff provided clarification on the new requirements.

On the roll call, the vote was as follows:

AYE: Kilkelly, Bridges, and Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

IX. ANNOUNCEMENTS

Mr. Lerner noted that we will not meet in two weeks unless the need arises.

XII. QUESTIONS/COMMENTS FROM COMMISSIONERS

Commissioner Kilkelly stated that the partnership that the District has with the donor is terrific. She appreciates all of the work that everyone does to nurture that relationship and the work done on behalf of the Foundation.

Treasurer Bridges concurs that it is awesome to have a partner who is making it very easy for the District to do great things for the community. He looks forward to the openings and ribbon cuttings this year and is sure the community is also.

President Johnson also thanked the kind donor who has blessed the District and City. He recognized the affiliate groups and the work that goes on behind the scenes to help on a daily basis. He thanked the board and staff.

XI. NEXT MEETING

A. Committee of the Whole Meeting, Tuesday, April 13, 2021 at 4:30 pm (virtual meeting)

XIII. ADJOURNMENT

There being no further business, President Johnson moved, seconded by Treasurer Bridges to adjourn the meeting at 5:05 p.m.

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

AYE: Kilkelly, Bridges, and Johnson

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron

Motion carried.

Respectfully submitted,

Mandi Florip
Secretary