

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
September 14, 2021
Virtual Meeting

I. CALL TO ORDER

The meeting was called to order at 4:31 pm. Based on the August 20, 2021 disaster declaration, this meeting was held virtually due to the pandemic.

II. ROLL CALL OF COMMISSIONERS

COMMISSIONERS PRESENT

President Jacqueline Herrera Giron
Vice President Janet Kilkelly
Treasurer Jeremiah Johnson
Commissioner George Bridges
Commissioner Anton Mathews

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 HEARING

- A. Public Hearing concerning the intent of the Board to issue \$2,250,000 General Obligation Park Bonds for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District or for refunding obligations issued for said purposes and for the payment of the expenses incident thereto.

The public hearing was opened at 4:33 pm. Ordinance 21-07 is on the agenda today for review. No action will be taken until 7 days following the hearing. Publishing requirements have been met. Comments and questions from the public were invited. A question came in concerning the interest and duration. A question asked how it would be paid back.

The public hearing was closed at 4:36pm.

IV. CONSENT AGENDA

The Consent Agenda Items which included the Minutes of the August 3, 2021 (Board of Commissioners Meeting), August 24, 2021 (Special Board Meeting), Payroll, Bills, Financial

Statement, and Permission to receive bids for tree purchase and planting.

Motion by Treasurer Johnson, seconded by Commissioner Mathews to approve the Minutes of the August 3, 2021 (Board of Commissioners Meeting), August 24, 2021 (Special Board Meeting), Payroll, Bills, Financial Statement, and Permission to receive bids for tree purchase and planting.

On the roll call, the vote was as follows:

AYE: Mathews, Bridges, Johnson, and Kilkelly

NAY: None

ABSTAIN: None

ABSENT: Herrera-Giron*

*Technical difficulties

Motion carried.

V. PUBLIC COMMENT

Jim McFadden – Mr. McFadden has used Bonnie Brook Golf Course for many years. He stated that he is aware that Bonnie Brook has changed management and would like to provide his perspective as a longtime patron. Because of lack of attention by golfers who use the course, the course was severely cut up. There were huge divots that had not been repaired. He suggests that the District have a ranger out on the course. He also believes there needs to be strong signage that outlines the etiquette that the District expects golfers to follow. He thanked the Board and Vice President Kilkelly for inviting him to the meeting. He hopes to see changes because he values the gem that Bonnie Brook is.

VI. ACKNOWLEDGEMENTS & PRESENTATIONS

A. Recreation Staff – New Hires and Promotions – Mr. Beverly thanked Mr. Lerner and Mr. Beckmann for allowing him to fill these positions after the pandemic. ‘

- Javier Martinez (promotion) - He has created new events and worked with several existing programs. He has been with the District for three years.
- Julia Sanchez – She has been with the District since 2018 as an intern and a part time employee. She will be working on camps, special events, and nature programs.
- Quinn Garbett – She began in August and will oversee the Field House front desk, child care, and rock wall.
- Daniel Fajardo– He interned with the District and has enjoyed working in recreation.

B. Parks Staff – New Hires

- They are just finishing the hiring process and hope to have new hires to introduce at the October meeting.

VII. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report. He shared the good news that the District has received two Best of the Best awards from IAPD – Top Journalist and Best Friends of Illinois Businesses. IAPD will have their gala on October 15th. The District will host a viewing party from the NRPA Conference at the Admin office for the awards ceremony.

B. Attorney Report: Attorney Florip has been working on various contracts and letters, as requested by staff.

C. Legislation/ IAPD Update: Attorney Florip presented three legislative updates.

1 - HB 2412 - PA 102-0592 provides that if a notice is required to be published in a newspaper where the city, town, or county consists of more than 45% of a single minority group, the notice shall also be published in a local newspaper of that minority group, if available, and in the official language of a minority group's country of origin.

2 - Effective January 1, 2022, HB 3100 / Public Act 102-0604 (Ramirez, D. / Villa, K.) adds a new implicit bias training section to the current mandated reporter training requirements under the Abused and Neglected Child Reporting Act.

Amends the Abused and Neglected Child Reporting Act. Requires mandated reporters to complete an initial implicit bias training within 3 months of their date of engagement in a professional or official capacity as a mandated reporter, with certain exceptions, and at least every 3 years thereafter. Provides that the implicit bias trainings shall be in-person or web-based and shall include, at a minimum, information on implicit bias and racial and ethnic sensitivity.

3 - SB 0825 - PA 102-0015 - Election code changes

- Primary election date changed to June 28, 2022
- Allows voters to become permanent vote by mailers - they wouldn't have to opt in every election
- Election Day holiday designated for 2022 - municipalities exempt

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report. Field House membership is at 7,124. The SplashZone is only open on the weekends now. Family swim night is Saturday at 4pm. The George Bridges 5K is Saturday morning. Glow Walk is this Wednesday at Bevier at 8pm. There are a lot of events coming up including several holiday events.

Vice President Kilkelly asked for a breakdown of citizens versus non-citizens who visit the Splash Zone.

D2. Parks: Mr. Bejster presented his report and noted that permits have not slowed down. They continue to receive several per weekend. They are making progress at Victory including the playground being set up, the fitness equipment has been installed, and excavation work. Grosche

Field light installation is almost finished. Demo and site restoration of the old light poles will be later this fall. They have made significant improvements of pavement maintenance.

D3. Community Relations: Ms. Anderson presented her report. She noted that the OSLAD Grant for Bevier Park has been submitted. The Big Splash event was a great success. The District has received their first donation for the fountain at Victory. The program guide click throughs on our website have matched what they were pre-pandemic.

Vice President noted that the News Sun published a nice article about the healing garden.

D4. Finance and Administration: Mr. Beckmann presented his report. He noted that the audit would be wrapped up next month.

Board members asked for clarification of the electric scooter. Commissioner Mathews asked what protocol was for the stolen wallet. Mr. Beverly stated that staff does an incident accident report. Theft would also include a police report. Staff then reviews video for police and implement disciplinary action, when appropriate.

VII. REVIEW, DISCUSS, AND DECIDE

- A. Review Ordinance 21-07 Providing for the Issuance of Approximately \$2,250,000 in General Obligation Limited Refunding Park Bonds Series 2021A

Mr. Beckmann provided an update to the Board for the next meeting. There is a capital component to this, some of which is already committed. No action is required.

- B. Motion to Approve Consideration and Action on Ordinance 21-08 authorizing the issuance of General Obligation Park Bonds (Alternate Revenue Source) 2021B of the Waukegan Park District, Lake County, Illinois in an Aggregate Principal Amount not to exceed \$12,000,000 pursuant to the Local Government Debt Reform Act of the State of Illinois, as amended, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto.

Mr. Beckmann stated that this is a parameters ordinance that gives staff to issue debt up to \$12 million for the Carnegie project, should they need it.

This ordinance gives the Waukegan Park District the ability to go up to \$12 million dollars in debt financing for the project. Based on current projected budget numbers \$8M will cover the project for the Waukegan Carnegie Center. We can capture an additional \$2-4M for other district projects such as land acquisition, renovation, or OSLAD projects. Interest rates are near historical lows right now and I didn't want to leave money on the table, but \$10M is my current recommendation. We have the debt capacity to issue \$10-12M and great sources of grant dollars coming in to reinvest back into the community.

Motion by Treasurer Johnson, seconded by Commissioner Mathews, to Approve Consideration and Action on Ordinance 21-08 authorizing the issuance of General Obligation Park Bonds (Alternate Revenue Source) 2021B of the Waukegan Park District, Lake County, Illinois in an Aggregate Principal Amount not to exceed \$12,000,000 pursuant to the Local Government Debt Reform Act of the State of Illinois, as amended, for the payment of land condemned or purchased for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District and for the payment of the expenses incident thereto, as presented.

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

C. Motion to Approve Amended Policy 2.03, Investments

Mr. Beckmann stated that one of IAPD's platform bills was to expand their investment authority. Staff is seeking that this policy is approved as presented.

Motion by Vice President Kilkelly, seconded by Commissioner Mathews, to approve amended policy 2.03 Investments, as presented.

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

D. Motion to Approve Field House Wifi Project

Staff recommends acceptance of the \$56,793.00 quote from Mindsight. Mindsight will install a complete enterprise Wi-Fi solution using Cisco Meraki cloud managed wireless and multi-gigabit switching deployment for the Field House. Because of the amount of network traffic and devices (phones, tablets, computers, wearables such as watches and health monitors) that are ever increasing at the Field House, we have found the need to expand from our existing system to a robust and high-density capable system that Cisco Meraki can provide. Cisco has been the industry standard in network communications and has always provided the most robust solutions available. We have worked with Mindsight in the past and have been provided consistent and timely professional sales, installation, and product support. A sole source justification was presented.

Motion by Treasurer Johnson, seconded by Vice President Kilkelly, to Approve Field House Wifi project not to exceed \$56,793.00, as presented.

Commissioner Mathews asked what we previously paid for Wifi. Staff handled this in house.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

- E. Motion to Approve Waukegan National Airport De Minimus request for Land and Air Easement Rights

Mr. Lerner stated that the Port District has been working on this for quite some time. Included in the Board packet is an overview of the airport expansion plan. The runway will go over Green Bay Road and a tunnel will go under Green Bay Road. The airport is seeking purchase of .01 acres of the SportsPark land and 3.8 acres will be aviation easements. The airport will provide fair market value for the land purchase.

President Herrera Giron asked if the fair market value is for the land acquisition or the easement. Mr. Lerner noted that the payment is for the land, not the easement.

Motion by Vice President Kilkelly, seconded by President Herrera Giron, to Approve Waukegan National Airport De Minimus request for Land and Air Easement Rights, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

- F. Motion to Approve Park in the Glen Playground Installation Bid

Staff recommends acceptance of the low bid of \$23,750.00 from Playgroundsafe LLC for the 2021 Park in the Glen Playground Installation.

Motion by Treasurer Johnson, seconded by Vice President Kilkelly, to approve Park in the Glen playground installation bid not to exceed \$23,750.00, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

G. Motion to Approve Quote for Park Maintenance Facility Parking Lot Pavement Repair

Staff recommends acceptance of the low quote of \$18,900.00 from Patriot Maintenance Inc. for the 2021 PMF Parking Lot Pavement Repair. This is for the south edge of the facility. This portion was done at a different time than the main lot. It is going to need to be milled and repaved.

Motion by Vice President Kilkelly, seconded by Commissioner Mathews, to approve quote for park maintenance facility parking lot pavement repair not to exceed \$18,900.00, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

H. Park Security Update

Mr. Bejster provide an update to the Board. Park Patrol from the Waukegan Police Department continues to provide patrol on the weekends. Signal 88 is providing service from 9pm-3am. He will share the dashboard that has been created with Signal 88 to the Board at the October meeting. They will also have the traffic counter data to provide at the October meeting.

President Herrera Giron asked how long we have contracted with Signal 88 for. The contract can be terminated at any time but the goal is to keep them through the warmer months, as we do with the Waukegan Police coverage. In October, staff will provide a recommendation on how to proceed with Signal 88 in the cooler months.

I. Discussion regarding Tuesday, October 26th Town Hall Meeting status – virtual or in person at a later date

Mr. Lerner asked for Board input on the Town Hall event. Vice President Kilkelly asked what the focus would be. Mr. Lerner noted it was a general opportunity for the public to connect with the Park District. They planned to narrow down the topic but don't currently have an outline.

President Herrera Giron noted that the idea was to connect the community with the Park District. She feels it would work better in person, but could work virtually as well. She stated that if people were unable to attend, they would be able to view the recording at a later date.

Commissioner Mathews noted that in order to be most effective, the event would be better in person. It may be harder to connect virtually.

Vice President Kilkelly agreed with the Board that the idea of a Town Hall is to connect with the community, which would be difficult virtually.

Treasurer Johnson agreed that in person would be better and is in favor of waiting for the restrictions to change.

Commissioner Bridges agreed with the Board consensus that in person would be best.

Staff will postpone the Town Hall to a later time when the restrictions have changed.

VIII. NEXT MEETING

Board Meeting, October 12, 2021 at 4:30 pm, Virtual

IX. QUESTIONS/COMMENTS FROM COMMISSIONERS

Commissioner Mathews thanked the staff for all of their awesome work. He wished Happy Hispanic Heritage month to our Hispanic community members. He commended staff on their support to the parade. He gave a shout out to Mr. Beverly and the Field House staff for their large increase of membership this month. He participated in the Waukegan Township Walk for Seniors. He is looking forward to seeing everyone at the Glow Walk and reminded everyone to stay vigilant in wearing a mask and staying safe.

Commissioner Bridges urged the Board to attend the upcoming events, including the George Bridges 5K.

Treasurer Johnson commended the staff on all of the upcoming events as they wrap up the summer and begin the fall. He is excited to see the new staff members and is looking forward to seeing what they can do. He thanked them for coming to the Waukegan Park District.

Vice President Kilkelly noted that the George Bridges 5K and Oakwood Cemetery are coming. Also coming up is the Glow Walk. She is delighted that roster numbers are back to pre-pandemic numbers. She thanked the Parks Department for providing her with a golf cart for this last weekend's parade. She is looking forward to bringing home the gold medal.

President Herrera Giron echoed Vice President Kilkelly in that she is looking forward to the District bringing home the gold. She thanked staff for keeping all of our residents engaged.

XI. ANNOUNCEMENTS

XII. ADJOURNMENT

There being no further business, Vice President Kilkelly moved, seconded by Commissioner Mathews to adjourn the meeting at 5:35 p.m.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

Respectfully submitted,

Mandi Florip
Secretary