

WAUKEGAN PARK DISTRICT

**MEETING OF THE BOARD OF COMMISSIONERS
TUESDAY, DECEMBER 13, 2022 – 4:30 pm
1324 GOLF ROAD
WAUKEGAN IL 60087**

AGENDA

- I. Call to Order
- II. Roll Call
- III. Motion to Approve the Following Consent Items.
 - A. Minutes
 - November 15, 2022 (Board of Commissioners Meeting)
 - B. Bills
 - C. Payroll
 - D. Financial Statement
- IV. Public Comment
- V. Acknowledgements & Presentations
 - A. Introduction of New Employee: Mike Jesse, Manager of Operations, Finance (Mendez)
- VI. Progress Reports
 - A. Executive Director
 - B. Attorney
 - C. IAPD/Legislative
 - D. Division Reports
 - D.1 Director of Recreation
 - A. Superintendent of Recreation
 - B. 2022 George Bridges 5K Report
 - D.2 Director of Parks
 - D.3 Director of Marketing and Community Relations
 - D.4 Director of Finance and Operations
 - A. Superintendent of Finance and Operations
 - B. Budget Task Schedule 2023-2024

- VII. Review, Discuss, Decide
 - A. Review 2023-23 Mid-Year Report (Mendez)
 - B. Motion to Approve New Master Plan Capital Accounts (Beckmann)
 - C. Motion to Approve Ordinance 22-08 for Levy & Assessment of Taxes for the Waukegan Park District for 2022 (Beckmann)
 - D. Motion to Approve Interfund Transfers (Mendez)
 - E. Motion to Approve Update Salary Schedule – Minimum Wage Compliance (Mendez)
 - F. Motion to Approve Updated Policies (Beckmann)
 - a. 2.16 Payroll Checks, Replacing Checks, and Return Fee
 - b. 4.06 Discretionary Time for Exempt Staff
 - c. 4.07 Vacation Time
 - d. 4.08 Holidays
 - e. 4.09 Personal Time
 - G. Motion to Approve New Memorial Endowment Account (Beckmann)

- VIII. Next Meeting
 - A. January 10, 2023 – Board of Commissioners Meeting
 - B. No December Committee of the Whole Meeting due to the holiday

- XII. Adjournment

OUR COMMITMENT TO YOU!

MISSION STATEMENT

The Waukegan Park District is committed to providing parks, facilities and leisure opportunities to our culturally diverse population through the resources of community involvement, dedicated staff and sound management.

VISION STATEMENT

An innovative park district that creatively adapts to our evolving community and provides exceptional parks, recreation and cultural arts that benefit all.

VALUE STATEMENTS

- Accountability...We will work to achieve the most effective and efficient use of our financial resources while striving for the best return on the use of our assets.
- Excellence...We will strive for the best in everything we do.
- Integrity...We will practice steadfast adherence to a high moral and ethical code, and we will reliably deliver on what we say we are going to do.
- Service Oriented...We will focus our efforts on our customers and will operate the District based on the needs of the community.
- Working Together...The Board and staff will use a collaborative and cooperative team based approach that results in the best possible decisions for the greater good of the community. We will work with one another.