

# WAUKEGAN PARK DISTRICT

**MEETING OF THE BOARD OF COMMISSIONERS  
TUESDAY, DECEMBER 12, 2023 – 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 14, 2023 (Board of Commissioners Meeting)
  - B. Bills
  - C. Payroll
  - D. Financial Statement
  - E. Authorization to Accept Bids/Quotes for the following items:
    - E.1 Field House Custodial Services
    - E.2 Recreation Facility Custodial Services
    - E.3 Garbage Disposal Services
- IV. Public Comment
- V. Acknowledgements & Presentations
  - A. Introduction of new Recreation Department staff member, Elliott Srnick, Recreation Specialist, Adult Athletics
- VI. Progress Reports
  - A. Executive Director
  - B. Attorney
  - C. IAPD/Legislative
  - D. Division Reports
    - D.1 Director of Recreation
      - A. Superintendent of Sports, Fitness and Aquatics
      - B. 2023 George Bridges 5K Run/Walk Report
    - D.2 Director of Parks
    - D.3 Director of Marketing and Community Relations
    - D.4 Director Finance and Operations
      - A. Superintendent of Finance and Operations

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December 12, 2023

VII. Review, Discuss, Decide

- A. Motion to Approve Carnegie Museum Change Order for the Final Exhibit Design Elements to Accommodate and House the Bradbury Collection (Aulisio)
- B. Semi Annual Review of Closed Session Minutes (Florip)
  - a. July 11, 2023 Closed Session Meeting Minutes
- C. Motion to Approve Interfund Transfers (Mendez)
- D. Motion to Approve Ordinance 23-06 for the Levy and Assessment of Taxes for the Waukegan Park District for 2023 (Mendez)
- E. Review 2023-24 Mid-Year Report (Mendez)
- F. Motion to Approve the Updated Park Ordinance Book (Beckmann)
- G. Budget Workshop I (Beckmann)
  - a. Budget Planning Process, Calendar and Process (Beckmann)
  - b. Current Financial Position, Budget Assumptions and Short-Term Issues (Beckmann)
  - c. Draft of Significant Service Level Changes (Beckmann)
  - d. Draft of FY 2024-25 and Three-Year CIP (Beckmann)
  - e. Preliminary Salary Schedules 2024-25 (Beckmann)
  - f. Update on Commissioner for Accreditation of Park and Recreation Agencies (CAPRA) and Distinguished Accreditation (DA) (Beckmann)
- H. Next meeting: Board of Commissioners, Tuesday, January 9, 2024
- I. Commissioner Comments

XI 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.