

MINUTES OF THE REGULAR BOARD MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
July 11, 2023

I. CALL TO ORDER

The meeting was called to order at 4:30 pm.

II. ROLL CALL OF COMMISSIONERS

COMMISSIONERS PRESENT

President Jeremiah Johnson*
Vice President Anton Mathews
Treasurer Jacqueline Herrera Giron
Commissioner George Bridges*
Commissioner Janet Kilkelly
(* Left the meeting early)

COMMISSIONERS ABSENT

STAFF PRESENT:

Executive Director Jay Lerner
Executive Assistant Sally Sandine, Director of Community Relations Shelby McDonald, Director of Finance & Operations Jon Beckmann, Superintendent of Finance and Operations, Kalina Mendez, Director of Recreation Errick Beverly, Superintendent of Sports, Fitness and Aquatics, Kaitlin Fischer, Director of Parks Quincy Bejster, and Attorney Mandi Florip.

III. CONSENT AGENDA

The Consent Agenda Items which included the Minutes of the June 13, 2023 (Board of Commissioners Meeting), Bills, Payroll, and Financial Statements.

Motion by Commissioner Kilkelly, seconded by Treasurer Mathews to approve the Minutes of the June 13, 2023 (Board of Commissioners Meeting), Bills, Payroll, and Financial Statements.

On the roll call, the vote was as follows:

AYE: Kilkelly, Bridges, Herrera Giron, Mathews, and Johnson
NAY: None
ABSTAIN: None
ABSENT: None

Motion carried.

IV. PUBLIC COMMENT

Megan McKenna thanked the Board for their generosity and contribution throughout the years to the Boys and Girls Club. They were recently awarded grant funding to do construction work on the building they are presently leasing from the Park District. They are hopeful that they will have the support of the Park District as they continue to beautify the building.

Germain Castellanos noted that he grew up on the south side of Waukegan and he would have gone there as a kid if it had been in existence. He noted that he appreciates the partnership that the Boys and Girls Club has with the Waukegan Park District. He recognized that the District partners with all of the organizations throughout the city. He also stated that they have taken kids to many of the parks and they enjoy all that the District has done throughout the city.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

A. Letter from resident regarding the SportsPark golf range project – Attorney Florip read the letter into the public record and it shall be added to the minutes as an attachment.

VII. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report. He noted that the private donor foundation who funded the Carnegie toured the site and was very impressed with the project. They also requested a tour of all of the trees planted in the parks. Mr. Lerner met with the Village Administrator of Beach Park to discuss improvements on Beach Road.

B. Attorney Report: Attorney Florip stated that she has been working with staff on a few incidents. She noted that the Park District has been working on multiple real estate deals.

C. Legislation/ IAPD Update: Attorney Florip highlighted several new bills which have recently been signed into law.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report. Summer is here and the District is busy. Camps are going well. Special recreation camp is operating out of the new building. The Carnegie building progress is moving quickly. Staff made the decision to cancel the Independence Day parade because of unsafe conditions. The roads were too slick, and it would not have been safe for participants and attendees. Arts Park will be out on Thursday. There is also a history tour, touch a truck, movies in the park, and a bicycle rodeo.

Commissioner Kilkelly asked about the popularity of yoga at the beach because the numbers have been large. She noted that it was nice to see how many people are participating in the program.

Superintendent of Recreation – Ms. Fischer stated that Field House membership count is at 8,973. They expect to reach 9,000 by the end of the week. They have a family swim night, Zumba at the park, and yoga at the beach coming up.

Treasurer Herrera Giron asked what the Seussical program is. Staff noted it is a program and an event.

D2. Parks: Mr. Bejster presented his report. Work at Bevier Park started this past week with the demolition of basketball courts. Staff finished installing countertops and sinks at the new ARC building. Park permits are coming in daily. Staff is picking up more trash than any year prior. They are busy with playground maintenance and pavement repairs to walking trails. August 9th is the next Rosalind Franklin service day.

D3. Community Relations: Ms. McDonald presented her report. They are currently writing the IAPD awards. The OSLAD application is open and they plan to submit for Dugdale Park. This Saturday is Unplugged Illinois so they will be out taking pictures. July is Parks and Recreation month and there is a calendar on social media highlighting the free programming.

D4. Finance and Administration: Mr. Beckmann presented his report. He noted that interest rates remain strong. Interest income was 95% of the yearly budget. The cash report was made available to the Board and was completed with the new software.

Vice President Mathews asked about the lemonade stand inquiry contained within the report. He also asked about the trespassing report at Carnegie. Commissioner Kilkelly asked about the contracts which were redlined and how the attorneys handled them. Treasurer Herrera Giron asked about the payment made to the City of Waukegan for April park patrol services. She asked if the District also has security. Staff noted that they have both and that the services complement each other with the hours they provide. She further asked if this is a monthly expense. Staff noted that the city park patrol runs from May through September. Signal 88 charges each month. Treasurer Herrera Giron asked if staff would go back and look at data from Signal 88 to assess their productivity and effectiveness to the District. Commissioner Kilkelly asked for clarification about the fence repair meeting noted in the report. Treasurer Herrera Giron asked how reimbursement amounts for cell phones are determined. Staff noted that it is based on call volume, which is evaluated each year.

A. Ms. Mendez stated that they have gone live with the new accounting software and thanked everyone for their patience during the time. She noted that they are also preparing for audits and appreciates staff assistance with this.

B. Certificate of Achievement for Excellence in Financial Reporting, Award for Outstanding Achievement in Popular Annual Finance Reporting and Distinguished Budget Award, all awarded by the Government Finance Officers Association (GFOA) for the fiscal year ending April 2022.

Mr. Beckmann noted that they received three financial reporting awards this year recognizing for fiscal responsibility and transparency, which qualifies the district for the Triple Crown award.

VIII. REVIEW, DISCUSS, DECIDE

- A. Motion to Approve Harboe Architect, P.C. Proposal for FFE Selection and Planning and Design Services for the Carnegie Museum

Motion by Commissioner Bridges, seconded by Vice President Mathews, to approve Harboe Architect, P.C. Proposal for FFE Selection and Planning and Design Services for the Carnegie Museum, as presented.

Harboe Architects, PC provided a proposal for Furniture, Fixtures and Equipment (FF&E) selection for the renovation of the Waukegan History Museum at the Carnegie. Their office will assist the Waukegan Park District (WPD) and Waukegan Historical Society (WHS) in selecting items, which will be purchased, inspected, assembled and installed by the WPD.

Harboe Architects will suggest standard manufactured items which will not require custom configuration or include antique or salvaged objects. Audio / visual (A/V) equipment will be included in the FF&E package. In addition, Harboe Architect will participate in the signage programming and design review, which will be developed by a signage consultant selected by the WPD / WHS.

The proposed fee for the FF&E scope of services is \$20,000. Expenses will be billed at direct cost. If additional scope is requested outside of the agreed tasks, a separate proposal will be developed for the owner's review and consideration.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

B. Motion to Approve Carnegie Museum Room Naming

Mr. Escobar stated that at last month's historical meeting they discussed different names for the building. The first space is proposed to be named the Ray Bradbury Library, which is the children's reading room. The second space is proposed to be named the Carnegie Gallery, and would serve as the main display space. The third space would be the Waukegan Historical Society Research Archives. The fourth space would be the Sesame Club Classroom.

Motion by Commissioner Kilkelly, seconded by Treasurer Herrera Giron, to approve Carnegie Museum Room Naming as presented.

On all ayes, the motion carried.

C. Motion to Approve Semi-Annual Review of Closed Session Minutes: June 13, 2023

Motion by Vice President Mathews, second by Commissioner Kilkelly, to keep closed session minutes from June 13, 2023 closed, due to pending land purchase.

On all ayes, the motion carried.

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

D. Motion to Direct future action of the golf facility and PARC Grant Application

Motion by President Johnson, seconded by Commissioner Bridges, to continue action on the golf facility and PARC grant application.

Commissioner Bridges noted that he is incredibly thankful to staff for how they respond when given direction by the Board. He appreciates all of the work that they put into this project, after receiving that direction. He stated that without question staff looks forward and gets to work. He knows that this has been a heavy lift. He also stated that exposure breeds interest. Once things are made available to residents, interest grows and all of the residents of this city become very good at things once access is given.

Commissioner Kilkelly noted that she prefers the District suspend the action. She supports this project, but feels that the District needs to take a pause to see if this project really meets the needs of the community. She noted that golf is an expensive sport. She recognized that the District needs to grow the sport and she has been speaking with the golf coach at Waukegan High School about ways to increase interest with the youth. The golf coach from WHS shared that he would like to see kids go through the program at Greenshore, but they just aren't. She can't support this large cost on speculation alone. This money should be used to enhance the parks the District has. She noted that this project is not gone forever but she can't justify it right now.

Treasurer Herrera Giron stated that when the idea was first brought to the board she was very excited and the excitement overwhelmed her. In hindsight, she recognizes that she kept asking herself - is this something the community wants or needs. She embarked on research herself and found that golf has historically excluded black and brown people. She feels that if the District were to build something like this, it would have to include a serious commitment to inject those that have been historically excluded from the sport. When she thinks about the price that this facility would cost and the needs of the current parks, she would rather put the money into the parks within our communities. She feels that the money should be invested in what the kids need right now and it's not TopGolf. She grew up on Yorkhouse and Lewis and her brother wanted so much to be able to golf. He got as far as being a caddy. When she drove through Waukegan she saw all of the golf facilities, but when she read about it, black and brown people weren't there. She further noted that it would not be affordable for a single mom to go to the facility, purchase dinner, and engage in the activities with her children.

Vice President Mathews echoed Commissioner Bridges sentiments toward staff about their tireless work on this. He also agreed that the facility needs to be put on pause. He questioned if adding another layer to the facility would help the bottom line of the Park District. He noted that costs have ballooned

quite a bit, and as he has investigated this, he can't justify the project. With two parks that have not been renovated, he can't justify investing this large amount into the facility, and not fixing the neighborhood park for the kids, who would likely not visit the facility. He understands that the District is here to provide services to the entire community, but he doesn't feel that the cost is justified.

President Johnson stated that he wishes the Board would have voiced these concerns months ago before the District spent money doing design work and building proposals for the project. He noted that two years down the road when a neighboring community builds a facility like this, it will be a loss for Waukegan.

Vice President Mathews noted if a neighboring community gets a facility like this, that would be good for them and for the District.

Commissioner Kilkelly noted that she does not believe this is a result of Mr. Petry's letter, which was shared earlier. She stated it allowed the Board to truly weigh what is best for the community.

President Johnson noted that the project would have been in the price range the Board was comfortable with if they had not opted for the second level. He further noted that this would have been a facility in a town with a high ethnic demographic that would have provided kids the opportunity to play golf in a more affordable way than on a course. He stated that a facility like this removes a lot of the intimidating factors of a traditional golf course and kids would have a comfortable introduction to the sport. He further noted that this would have been a new recreational activity in an area where it is tough to find recreational activities.

Treasurer Herrera Giron stated that this wasn't a spontaneous realization for her. There were many questions that she had throughout the last few months. The letter from Mr. Petry made her further dive into the impacts and price. She appreciated staff bringing answers to all of her questions. She stated that the District is the steward of the citizen's money and it behooves the Board members to look very closely at these issues. She again asked how the District has worked to inject black and brown kids into the current golf courses. She has not witnessed a strong public outcry for this facility to be built.

Commissioner Bridges asked how many of the commissioners have actually participated in a facility that would provide golf services like this. Despite opportunities to experience a similar facility, only two commissioners had played since this discussion started.

On the roll call, the vote was as follows:

AYE: Bridges, Johnson

NAY: Kilkelly, Herrera Giron and Mathews

ABSTAIN: None

ABSENT: None

Motion carried.

Motion by Commissioner Kilkelly and second by Treasurer Herrera Giron to suspend action on the golf facility and withdraw PARC grant application.

AYE: Kilkelly, Herrera Giron, Mathews

NAY: Johnson

ABSTAIN: Bridges

ABSENT: None

Commissioner Bridges and President Johnson left the meeting at 5:26 pm.

Vice President Mathews took the role of leading the meeting. He made a statement to the Board regarding the passion of Board members and staff, as evidenced this evening, and encouraged the Board to refocus on the remaining agenda items.

Mr. Lerner noted that the District plans to issue a press release announcing the suspension of action on the golf facility and will continue to evaluate the five year capital plan.

E. Motion to Approve Purchase of 542 McAlister Avenue Property

Motion by Commissioner Kilkelly, seconded by Treasurer Herrera Giron, to Approve Purchase of 542 McAlister Avenue Property, as presented.

The Parks Department staff have completed research and inspections of 542 McAlister Avenue which is located directly south of the Adaptive Recreation Center.

Staff recommend approving purchase of the property for the agreed upon amount of \$150,000. This does not include inspection services or closing fees. The property will be used for additional parking and green space for program participants. The property will conveniently become an addition to Roosevelt Park.

Commissioner Kilkelly asked how many parking spaces will be created. Mr. Bejster it would not wrap around the back end. The parking lot would end where the building ends. He believes it will create 10-12 parking spaces.

On the roll call, the vote was as follows:

AYE: Kilkelly, Herrera Giron, and Mathews

NAY: None

ABSTAIN: None

ABSENT: Bridges, Johnson

Motion carried.

F. Motion to Approve Sale of 3323 Bristol Road Property

Motion by Commissioner Kikelly, seconded by Treasurer Herrera Giron, to approve Sale of 3323 Bristol Road Property, as presented.

The Waukegan Park District Board approved Resolution #2023-04 at the January 17, 2023 Board of Commissioners Meeting. The resolution allowed for the Park District property located at 3323 Bristol Road to be made publicly available for sale.

The request for sealed bids was published June 10, 2023. Additionally, the notice was mailed to the eleven homeowners who have property adjacent to 3323 Bristol Road. A public sealed bid opening was held on June 29, 2023. One bid was received for the amount of \$10,000.

Staff recommend acceptance of the offer received and sale of the property.

On the roll call, the vote was as follows:

AYE: Kikelly, Herrera Giron, and Mathews

NAY: None

ABSTAIN: None

ABSENT: Bridges, Johnson

Motion carried.

G. Motion to Approve Quote for Jane Addams Center Flooring Improvements

Motion by Commissioner Kikelly, seconded by Treasurer Herrera Giron, to approve Quote for Jane Addams Center Flooring Improvements, as presented.

Staff recommends acceptance of the low quote of \$29,500.00 from Iskalis Interiors for the Jane Addams Center Flooring.

On the roll call, the vote was as follows:

AYE: Kikelly, Herrera Giron, and Mathews

NAY: None

ABSTAIN: None

ABSENT: Bridges, Johnson

Motion carried.

H. Motion to Approve Powell Park Playground Equipment Purchase

Motion by Treasurer Herrera Giron, seconded by Commissioner Kikelly, to approve S Powell Park

Playground Equipment Purchase, as presented.

Staff recommends acceptance of the purchase of the Playworld Systems playground equipment from Imagine Nation, LLC for Powell Park through the Sourcewell Cooperative Joint Purchasing Alliance in the amount of \$113,696.00.

Commissioner Kilkelly clarified that it would be in the same footprint. Mr. Bejster walked the Board through the playground features.

On the roll call, the vote was as follows:

AYE: Kilkelly, Herrera Giron, and Mathews

NAY: None

ABSTAIN: None

ABSENT: Bridges, Johnson

Motion carried.

I. Motion to Approve Updated Policy 4.19 Training, Education and Tuition Reimbursement

Motion by Treasurer Herrera Giron, seconded by Commissioner Kilkelly, to approve Updated Policy 4.19 Training, Education and Tuition Reimbursement, as presented.

Mr. Beckmann described the changes to the policies. Treasurer Herrera Giron asked for clarification on the funding requirements and if there is enough funding for everyone who applies. Staff noted that they have never turned anyone away and always have sufficient funding. She asked if this is available for all full time employees who have worked six months or more. Staff affirmed.

On the roll call, the vote was as follows:

AYE: Kilkelly, Herrera Giron, and Mathews

NAY: None

ABSTAIN: None

ABSENT: Bridges, Johnson

Motion carried.

J. Motion to Approve ATM Agreements for the Field House and Bonnie Brook Golf Course

Motion by Commissioner Kilkelly, seconded by Treasurer Herrera Giron, to approve ATM Agreements for the Field House and Bonnie Brook Golf Course, as presented.

Ms. Mendez stated that they vetted several companies and are confident that this company is a good fit for the District. Treasurer Herrera Giron asked if there are only two ATM's in the District. Staff affirmed. Commissioner Kilkelly asked if any of the District's banking providers offered this service.

Staff stated that it was much more expensive.

On the roll call, the vote was as follows:

AYE: Kilkelly, Herrera Giron, and Mathews

NAY: None

ABSTAIN: None

ABSENT: Bridges, Johnson

Motion carried.

IX. CLOSED SESSION – 5 ILCS 120/2 (c)(5) Sale of Real Estate

Motion by Commissioner Kilkelly, seconded by Treasurer Herrera Giron to move into closed session pursuant to 5 ILCS 120/2 (c)(5) Real Estate.

On all ayes, the motion carried.

The Board began closed session at 5:52 pm.

Motion by Commissioner Kilkelly, seconded by Vice President Mathews to leave closed session and enter open session.

On all ayes, the motion carried.

The Board ended closed session at 6:05p.m.

X. NEXT MEETING

A. July 25, 2023 – Committee of the Whole Meeting – The Board reached a consensus to cancel the meeting.

Mr. Lerner noted that future meetings would be moved to August 22nd and October 24th from the regular schedules. Partners in Parks is scheduled for July 26th.

XI. QUESTIONS/COMMENTS FROM COMMISSIONERS

Treasurer Herrera Giron stated that there is no doubt in her mind that staff puts a lot of hard work into what the District does for the community and parks. She appreciates all of the work staff put into the golf facility, but believes that now is not the right moment. She was upset about the cancellation of the parade but is excited for next year. She agrees that it was the right decision and safety comes first. She thanked staff for keeping the kids and community involved and active.

Commissioner Kilkelly stated that she appreciates the work the staff does and noted that they go 100 percent in all that they do. She thanked them for assisting the Board in reaching a conclusion on the

golf facility. She also noted that she received calls about the parade cancellation. She thinks that staff made the right call and supports their decision. She thinks it's a great idea to recreate it next year.

Vice President Mathews thanked staff for their tireless work and efforts. He knows the past few months have been challenging and the work is appreciated. He participated in the Juneteenth tour and thought they did a terrific job. He was happy that the District participated in that event. He thanked staff for hosting Movies in the Park. He thought it was a nice touch to have Signal 88 at the event, keeping everyone safe and secure. He provided a shout out to Angela and Jeff for everything that they do with Arts Park, as well as the entire team. He congratulated the Field House member of the month. He noted that he stopped by the summer camp to hand out treats with President Johnson and appreciates the hard work the counselors put into the camp. He congratulated Mr. Beckmann and Ms. Mendez on the finance awards. He also appreciated seeing the District at Scoop.

Commissioner Kilkelly asked that enrollment numbers be sent to the Commissioners of youth golf programs. If the Board talks about bringing the project back, she hopes they can talk about ways to grow the high school team. Mr. Lerner stated that they will bring general statistics to the Board.

XII. ADJOURNMENT

Motion by Vice President Mathews, second by Commissioner Kilkelly to adjourn.

On all ayes, the motion carried.

The meeting was adjourned at 6:06pm.

Respectfully submitted,

A handwritten signature in brown ink, appearing to read 'Mandi Florip', written in a cursive style.

Mandi Florip
Secretary

June 19, 2020

Dear Waukegan Park District Board of Commissioners and Staff:

I am writing to you regarding the proposed new age driving range at Waukegan's Greg Petry Sports Park.

First, and foremost, I am not opposed, nor am I a proponent of the proposed development. I am all for the development of park and recreational facilities to benefit our community. However, I am concerned that this facility may not produce the benefits and values you project. I question if it is a wise use of our tax dollars. Therefore, please proceed with caution and thoroughly do your due diligence.

Please consider the following questions and my comments:

- **What is the basis or need for this project?**

What is driving this project? Is it identified in the strategic plan? Is it part of the parks and open space plan? It seems to be a nicety, not a necessity.

Furthermore, the project does not align with the strategic plan. Particularly in the areas highlighted in yellow below.

This collective input allowed the District to identify six forward-looking strategic initiatives to be achieved in the 2019-2024 timeframe:

- 1. Revitalize and Maintain Parks and Facilities with a Focus on Excellence and Sustainability*
- 2. Strengthen Intergovernmental Relationships, Community Connections and Communications*
- 3. Enhance Programming to Better Reflect the Community*
- 4. Invest in the Future through Technology and Operational Excellence*
- 5. Foster Staff Engagement and Development*
- 6. Demonstrate Prudent Financial Planning and Management for Long-Term Success*

In addition: *Goal Statement: The Waukegan Park District will promote an inclusive environment by providing innovative and affordable programs, opportunities, and experiences that reflect the interests of its diverse community.*

Is there a public outcry? Consider the findings of your community surveys. This development was never identified as a priority for future development. In the most recent Parks and Open Space Master Plan golf programming or expansion is not even mentioned in the public and staff survey summaries.

Who is championing this project? Is this an individual board member "I want" project? The staff? Did someone think it was a good idea and it created excitement. Please step out of the box and reconsider.

The real needs of our community are not met with the proposed golf range.

- **Has a feasibility study been conducted?**

A feasibility assessment should be conducted to identify the needs, benefits, and value of such a project. In a broad sense, I find it hard to conceive and believe that such a need exists. Particularly since the ESRI market potential index for golf in Waukegan is 60-86. That means the golf market is at least 40-14% below average. A market potential index of less than 100 indicates that there is very little spending and use potential.

It is possible this project could be a success, however in terms of probability the chances are low that it will. It's a longshot. This is not a craps game. Seriously consider if this is truly needed.

- **Is Topgolf (or a private interest) interested in developing a facility at the site or in the area?**

I would predict that the private sector would not develop a facility at that site because of the demographics, golf market, spending habits, traffic volume, exposure, and density of the population could not support the development.

Be careful not to apply Topgolf generalizations or descriptors of their facility use to project specific results in Waukegan. They are useful in describing general trends, not specific outcomes. Thus, the need for a feasibility study.

- **Would it be more beneficial to incorporate the Toptracer technology into Bonnie Brook Golf Course or Greenshire Golf Course?**

Consider this quote from the Topgolf website: *Today, Toptracer (as it was rebranded) can be seen on hundreds of golf broadcasts each year, Toptracer Range is revolutionizing the driving range experience all over the world, and—through it all—the company has remained committed to Daniel's core principle: To change the way people enjoy the game of golf. One shot at a time.*

Study and consider what private clubs and park districts have done to incorporate the technology to enhance their golf operation.

- **What is the cost of the project?**

In the newspaper it was reported to be 10-15 million dollars. This is a fifty percent spread. A huge difference!

- **Is spending 10-15 million dollars on this project fiduciary responsible?**

Considering the market potential index, the district's history of operating golf courses and food and beverage operations, the district needs to seriously reconsider the investment of tax dollars for this project.

Ask yourself if you would make this investment with your personal money.

- **Is this the highest and best use of the property?**

The original plan for the east portion of the property considered additional fields, possible stadium and/or indoor soccer. Golf is not.

I respectfully request the following in response to this letter.

First, a written reply to the questions I asked above.

Second, I would like to have this letter read at the next regular meeting of the Board of Commissioners and entered in the minutes.

Thank you for your consideration. I look forward to hearing from you.

Respectfully submitted,

A handwritten signature in blue ink that reads "Greg Petry". The signature is written in a cursive style with a large initial "G" and a long horizontal stroke at the end.

Greg Petry