

WAUKEGAN PARK DISTRICT

**MEETING OF THE BOARD OF COMMISSIONERS
TUESDAY, AUGUST 22, 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
 - July 11, 2023 (Board of Commissioners Meeting) pages 5-18
 - March 13, 2023 (Recreation Advisory Meeting Minutes) pages 19-24
 - July 11, 2023 (Closed Session Meeting Minutes) pages 25-26
 - B. Bills pages 27-103
 - C. Payroll pages 104-235
 - D. Financial Statement page 236
 - E. Authorization to Receive Bids for Rose Park Baseball Field Improvements page 237
- IV. Public Comment
- V. Acknowledgements & Presentations
 - A. Introduction of new staff: Asia Becton, Recreation Specialist of Fitness, and Jonathan Cochrane, Recreation Specialist of General Recreation
 - B. OSLAD Grant – Public Input for Dugdale Park Renovation
- VI. Progress Reports
 - A. Executive Director pages 240-242
 - B. Attorney
 - C. IAPD/Legislative
 - D. Division Reports
 - D.1 Director of Recreation pages 243-286
 - A. Superintendent of Sports, Fitness and Aquatics
 - B. Signal 88 Update
 - D.2 Director of Parks pages 287-296
 - D.3 Director of Marketing and Community Relations pages 297-304
 - D.4 Director Finance and Operations pages 305-318
 - A. Superintendent of Finance and Operations
 - B. Youth and Family Golf Opportunities

VII. Review, Discuss, Decide

- A. Motion to Approve Carnegie Change Order for Interior Doors (Aulisio) pages 319-321
- B. Carnegie Project Update: Parapet Rebuild and Contingency Update (Aulisio) page 322-324
- C. Motion to Approve Purchase of John Deere Tractor (Bejster) page 325
- D. Motion to Approve Purchase of Wiedenmann Deeptine Aerator (Bejster) page 326
- E. Motion to Approve Field House Control Desk Bid (Fischer) pages 327-328
- F. Motion to Approve Quote for Arbor Park Path Overlay (Bejster) page 329
- G. Motion to Approve Purchase of Field House Sound System (Beverly) pages 330-338
- H. Motion to Approve Field House HVAC RTU #7 and #8 Replacement (Bejster) page 339
- I. Motion to Approve Powell Park Playground Installation Bid (Bejster) page 340
- J. Motion to Approve Bid for Bowen Park Playground, and Roosevelt Bridge and Amenity Recoating and Renovation (Bejster) pages 341
- K. Motion to Approve G.O. Limited Bonds 2023 Series Planning Letter, Schedule and Engagement Letter (Mendez) pages 342-367
- L. Motion to Approve Gas Utility Agreement with Constellation (Beckmann) pages 368-375
- M. Motion to Approve Electric Utility Agreement with Dynegy Energy Services (Beckmann) pages 376-385
- N. Motion to Approve Interfund Transfers (Mendez) page 386
- O. Motion to Approve Safety Manual (Mendez) pages 387-438
- P. Motion to Approve Resolution 2023-24 for OSLAD Grant Application for Dugdale Park (McDonald) pages 439
- Q. Motion to Approve Updated/Reviewed Policies (Beckmann) pages 440-493
 - 1.01 Communication among Commissioners, Executive Director and Staff
 - 1.05 Identity Protection
 - 2.01 Fees and Charges
 - 2.03 Investments
 - 2.04 Payment of Bills
 - 2.06 Economic Hardship
 - 2.07 Economy of Resources
 - 2.16 Replacement Check and Return
 - 2.17 Comprehensive Review, Financial Management, Fiscal Stability
 - 3.01 Mission, Vision, Values
 - 3.03 Park Security
 - 3.05 Participant Behavior Code

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- 3.07 Affiliate Status
- 3.08 Safety and Risk Management
- 3.10 Golf Operations
- 3.11 Payment Card Industry Data Security Standards (PCI-DSS)
- 3.13 Volunteers
- 3.14 Communicable Disease
- 3.15 Internet, E-mail and Social Media Use
- 3.16 Cooperative Initiatives and Operations
- 3.17 Seasonal Program Statistics
- 3.18 Program Evaluation
- 3.19 Abused and Neglected Child Reporting
- 3.21 Solicitation, Distribution and Use of Bulletin Boards
- 3.24 Soccer Goal Safety and Education
- 3.25 Recreation Program Philosophy
- 4.06 Discretionary Time for Exempt Staff
- 4.07 Vacation Time
- 4.08 Holidays
- 4.09 Personal Leave
- 4.10 Sick Time and Family Medical Leave Act (FMLA)
- 4.22 Uniforms/Clothing

VIII. Closed Session

IX. Next meeting: Board of Commissioner Meeting, Tuesday, September 12, 2023

X. Questions from Commissioners

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.

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