

MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
June 11, 2024

I. CALL TO ORDER

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

II. ROLL CALL OF COMMISSIONERS

COMMISSIONERS PRESENT

President Anton Mathews

Treasurer Jeremiah Johnson

Commissioner Janet Kilkelly

COMMISSIONERS ABSENT

*Vice President George Bridges

*Commissioner Jacqueline Herrera Giron

STAFF PRESENT:

Executive Director Jay Lerner

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

*Motion to seat Vice President Bridges by Treasurer Johnson, seconded by President Mathews at 4:31 pm.

On a voice vote, the motion carried with all ayes.

III. CONSENT AGENDA

The Consent Agenda Items which included the Minutes of the May 14, 2024 (Board of Commissioners Meeting), June 11, 2024 (Decennial Committee Meeting), Bills, Payroll, Financial Statements, and Travel Advances.

Motion by Treasurer Johnson, seconded by Commissioner Kilkelly to approve the Minutes of the May 14, 2024 (Board of Commissioners Meeting), June 11, 2024 (Decennial Committee Meeting), Bills, Payroll, Financial Statements, and Travel Advances, as presented.

On the roll call, the vote was as follows:

AYE: Kilkelly, Johnson, Bridges and Mathews

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron

Motion carried.

IV. PUBLIC HEARING

A. Budget and Appropriation Ordinance 24-05

The public hearing was called to order at 4:31 pm. The public was invited to respond to the 24-05 ordinance. Ms. Mendez outlined the contents of the ordinance and invited public and commissioner comments.

Motion to close the public hearing by Vice President Bridges, second by Treasurer Johnson at 4:33 pm.

V. PUBLIC COMMENT

None.

VI. ACKNOWLEDGEMENTS & PRESENTATIONS

None.

VI. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report and offered to answer any questions from the Commissioners. He shared with the Board that Representative Mayfield and Senator Johnson have allocated funding for the Park District. He congratulated staff and board members for working with the legislators on this.

*Motion to seat Commissioner Herrera Giron by Vice President Bridges, seconded by Treasurer Johnson at 4:35 pm.

B. Attorney Report: Attorney Florip noted that the Boys and Girls Club closing has been pushed to June 12th.

C. Legislation/ IAPD Update: Mr. Lerner noted that OSLAD funding was included in the new state budget. President Mathews stated that Senator Johnson advocated in naming July as Parks and Recreation month.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report. He noted that camps began last week and summer programming is underway. The fishing derby was a huge success. He noted that his staff is constantly working on the Carnegie. He further noted that the parade is quickly approaching. He asked each Commissioner if they would like a golf cart for the parade and/or if they would like to be on the float.

A. Superintendent of Sports, Fitness, and Aquatics – Ms. Fischer stated that the Field House membership count is at 9,118. Yoga at the Beach continues with large attendance numbers. Family Splash Bash and the Go Waukegan Walk are both approaching. Zumba in the Park is also scheduled. President Johnson thanked Ms. Fischer and her team for hosting the large group of second graders at the Field House.

D2. Parks: Mr. Bejster presented his report. The Bevier Park renovation is nearly finished. The Pickleball fence has been fixed. Graffiti has been a large challenge this summer. He also noted that the sanitary line at Bowen North needed an emergency repair. Commissioner Kilkelly asked several questions regarding Mr. Bejster’s report including public communication regarding the sediment removal, Field House updates and damage at Bedrosian Park.

D3. Community Relations: Ms. McDonald presented her report. She noted that Partners in Parks Golf Outing is July 24th. She also stated that the District was one of ten Districts selected from the nation to be part of an energy efficiency program. She noted that the holiday catalog has been completed.

D4. Finance and Administration: Ms. Mendez provided an update to the Board regarding real estate and PPRT collection. She noted that she is continuing to train staff to fill her vacancy upon maternity leave.

VIII. REVIEW, DISCUSS, DECIDE

A. Motion to Approve Quote for Discovery Dock Construction

Staff recommends acceptance of the low quote of \$27,000.00 from LZ Design Build for the Bevier Discovery Dock Construction. This is one of the items that Hacienda failed to finish and was completed prior to the fishing derby.

Motion by Vice President Bridges, seconded by Commissioner Herrera Giron, to approve the quote for Discovery Dock construction not to exceed \$30,000, as presented.

Commissioner Kilkelly asked to amend the motion to approve the quote for an amount of \$27,000, seconded by Vice President Bridges.

The motion was amended and roll call was taken.

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

B. Motion to Approve Architect Proposal for Field House Locker Room Renovation

Staff recommends the acceptance of the attached proposal from Legat Architects for the Field House

Locker Room Renovations. The total estimated professional fees are \$43,500.00 based on a \$500,000 total project cost estimate.

Motion by Treasurer Johnson, seconded by President Mathews, to approve architect proposal for Field House locker room renovation, as presented.

The Board asked questions regarding the renovation and how it will impact the public. Treasurer Johnson asked what the anticipated time frame will be. Mr. Haug anticipates the locker rooms will be unavailable for about 4-6 weeks. Mr. Lerner noted that there are alternate locker rooms at the Field House that patrons will have access to. Commissioner Kilkelly asked how notification to members will be made. Mr. Beverly stated that the District will use social media, email, and onsite notification. She also asked about the locations of baby changing areas.

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

C. Motion to Approve Purchase of Bowen Slide Replacement

Staff recommends acceptance of the purchase of the Miracle equipment for replacement of the two (2) Bowen Park slides from Team Reil, Inc. through the Sourcewell Cooperative Joint Purchasing Alliance in the amount of \$28,830.00 from Team Reil, Inc.

Motion by Vice President Bridges, seconded by Treasurer Johnson, to approve purchase of Bowen slide replacement, as presented.

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

D. Motion to Approve Bid for Upton Park Pour-in-Place

Staff recommends acceptance of alternate 3 for the low bid of \$37,800.00 from Playground Safe LLC for the pour-in-place paths in the Upton Park play pits.

Motion by Commissioner Herrera Giron, seconded by Commissioner Kilkelly, to approve the bid for Upton Park pour-in-place, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

E. Motion to Approve Ordinance 24-06 Surplus Property Sale

Motion by Treasurer Johnson, seconded by Vice President Bridges, to approve Ordinance 24-06 surplus property sale, as presented.

Ms. Mendez noted that there are three vehicles that the District no longer needs.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

F. Motion to Approve Ordinance 24-05, An Ordinance Adopting the Combined Annual Budget and Appropriation of Funds for Fiscal Year Beginning May 1, 2024 and ending April 30, 2025

The FY2024-25 Combined Annual Budget & Appropriation Ordinance (B & A) was provided to the Board and was presented at the May 14th Board Meeting. It has been available for public inspection since May 10, 2024, and a Public Hearing Notice was published in the News-Sun as required by Illinois statute on May 10, 2024. The Public Hearing was held prior to the Board meeting, and staff recommends approval of the B & A Ordinance 24-05 by the Board.

Motion by Commissioner Kilkelly, seconded by Commissioner Herrera Giron, to approve Ordinance 24-05, An Ordinance Adopting the Combined Annual Budget and Appropriation of Funds for Fiscal Year Beginning May 1, 2024 and ending April 30, 2025, as presented.

Vice President Bridges amended the motion that the appropriation amount be corrected to \$55,835,021.00, seconded by Treasurer Johnson.

The motion was amended and roll call was taken.

On the roll call, the vote was as follows:

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

NAY: None
ABSTAIN: None
ABSENT: None

Motion carried.

G. Motion to Approve Dissolution of the Decennial Committee

Motion by Treasurer Johnson, seconded by President Mathews, to approve dissolution of the Decennial Committee, as amended.

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

Motion carried.

H. Motion to Approve Emergency Repairs Bowen Park Sewer Line

The emergency repairs were done by Campanella and Sons, Inc in the amount of \$49,324.30. The line broke in two locations and this is a difficult repair.

Motion by Vice President Bridges, seconded by Commissioner Herrera Giron, to approve emergency repairs Bowen Park sewer line, as presented.

On the roll call, the vote was as follows:

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

Motion carried.

IX. NEXT MEETING

A. Board of Commissioners Meeting, Tuesday, July 9th at 4:30 pm

The Board discussed moving the July 9th meeting to July 16th and the August meeting to August 27th.

X. QUESTIONS/COMMENTS FROM COMMISSIONERS

Commissioner Herrera Giron stated that she appreciates the work that Mike Jesse is doing on the family golf outreach for the youth golf program.

Commissioner Kilkelly attended the family golf event and noted that she appreciates Mike Jesse taking

this initiative on. She also congratulated Mr. Beckmann on the GFOA award.

Treasurer Johnson offered condolences to Alice, whose husband recently passed away. He also noted that Field House member, Robert Ramey, passed away this month at the age of 94. He stated that the fishing derby was a great event and he was glad that the event missed the rain.

Vice President Bridges thanked the staff for all of the work that they do and for keeping him in good favor with the pickleball players. He also asked if dividers could be placed in the fall.

President Mathews thanked staff for their hard work and diligence and congratulated the June member of the month. He noted that a large group of kids came out to plant flowers from Cook Magnet. He provided an update of all the community events he attended in May including the Waukegan Concert Chorus event, Kids in the Park Day, fishing derby, and the golf family event. He also thanked staff for being at the pride event.

XII. ADJOURNMENT

There being no further business, Commissioner Kilkelly moved, seconded by Commissioner Herrera Giron to adjourn the meeting at 5:19 p.m.

On all ayes, the motion carried.

Respectfully submitted,

Mandi Florip
Secretary