

MINUTES OF THE REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
WAUKEGAN PARK DISTRICT  
July 16, 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  
Vice President George Bridges  
Treasurer Jeremiah Johnson  
Commissioner Jacqueline Herrera Giron  
Commissioner Janet Kilkelly

COMMISSIONERS ABSENT

STAFF PRESENT:

Executive Director Jay Lerner  
Executive Assistant Sally Sandine, Superintendent of Finance & Administration Jon Beckmann,  
Superintendent of Recreation Errick Beverly, Deputy Superintendent of Sports, Fitness and Aquatics,  
Kaitlin Fischer, Superintendent of Parks Quincy Bejster, and Attorney Mandi Florip.

**III. CONSENT AGENDA**

The Consent Agenda Items which included the Minutes of the June 11, 2024 (Board of Commissioners Meeting), May 2, 2024 (Golf Advisory Committee Meeting), Bills, Payroll, Financial Statements, and Travel Advance.

Motion by Commissioner Kilkelly, seconded by Commissioner Herrera Giron to approve the Minutes of the June 11, 2024 (Board of Commissioners Meeting), May 2, 2024 (Golf Advisory Committee Meeting), Bills, Payroll, Financial Statements, and Travel Advance, as presented.

On the roll call, the vote was as follows:

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

Motion carried.

**IV. PUBLIC COMMENT**

None.

## V. ACKNOWLEDGEMENTS & PRESENTATIONS

- A. Presentation of Waukegan Park District Memorial Endowment Fund Scholarships to: Fabiola Aguilera-Tenorio, Selene Cruz, Sophia Cruz, Claire Venisnik and Deena Westby

Josue presented the scholarships to the 2024 recipients. Those in attendance were recognized and a photograph was taken.

## VI. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report and offered to answer any questions from the Commissioners. He reminded the Board that Partners in Parks is next Wednesday.

B. Attorney Report: Attorney Florip noted that it has been a busy summer with normal issues.

C. Legislation/ IAPD Update: Petitions for elections will come out on August 20<sup>th</sup> and will be due in the middle of November. OSLAD was also approved.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report. He noted that there was wonderful coverage of the parade. He thanked the Board for their involvement in the parade. The community yard sale and Arts Park are both coming up. Touch a Truck is also approaching. After school programming is opening. Mr. Beverly noted that every park and building is packed on the weekends and encouraged Board members to take a tour of Waukegan Park District facilities on any summer Saturday.

- A. Superintendent of Sports, Fitness, and Aquatics – Ms. Fischer stated that the Field House membership count is at 9,265. Yoga at the beach continues on Saturday's with 60-70 people each week. Zumba in the Park, SplashZone boat races, and Glow Walk are all coming up.

Commissioner Kilkelly asked if the District should do a commercial capturing a snapshot of the Park District and all that is offered.

- B. Eggstravaganza Trail Event Report – Mr. Beverly noted that the Board has the report and offered to answer questions about the event.

D2. Parks: Mr. Bejster presented his report. He noted that his staff has been working very hard to deal with post storm aftermath this last month. Treasurer Johnson asked if the dredging has begun yet. Mr. Bejster stated that it would begin next week. President Mathews asked for information about the kayak launch at Bevier Park. There will be a kayak rental unit in place soon.

D3. Community Relations: Ms. McDonald was absent.

D4. Finance and Administration: Mr. Beckmann presented his report. He stated that the Decennial Report has been filed with the County and submitted to IAPD. He also provided an audit update.

### **VIII. REVIEW, DISCUSS, DECIDE**

#### **A. Motion to Approve Adaptive Recreation Center Soffit and Fascia Replacement Bid**

Legat Architects recommends Waukegan Park District consider awarding the Contract for Construction, inclusive of the base bid proposal of \$133,000.00 to L. Marshall Roofing and Sheet Metal.

Motion by Commissioner Kilkelly, seconded by Treasurer Johnson, to approve Adaptive Recreation Center Soffit and Fascia replacement Bid, as presented.

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

#### **B. Motion to Approve PMF Maintenance Garage RTU Replacement**

Staff recommends acceptance of the Cahill Heating Cooling Electric Plumbing and Sewer Base Bid of \$37,300.00 for the 2024 PMF MAINTENANCE GARAGE RTU REPLACEMENT.

Motion by Vice President Bridges, seconded by Treasurer Johnson, to approve architect PMF Maintenance Garage RTU Replacement, as presented.

Commissioner Kilkelly asked for information about planned timing for this project.

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

#### **C. Motion to Approve Bonnie Brook Maintenance Roof Replacement**

Staff recommends the bid be awarded to All American Exterior Solutions in the amount of \$374,900.00.

Motion by Commissioner Herrera Giron, seconded by Commissioner Kilkelly, to approve Motion to

Approve Bonnie Brook Maintenance Roof Replacement, as presented.

A representative from Wold Architects provided an update on the project to the Board. Mr. Beckmann noted that costs for this project have risen, and the need is here to replace the roof at this time. Commissioner Herrera Giron asked why the costs went up. Staff explained the scope of work change. Commissioner Kilkelly asked for clarification about the alternates within the bid. President Mathews asked if this is the first time the roof has been replaced. Staff confirmed.

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

D. Motion to Approve Interfund Transfers

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#43) (16-11-11-583-9999)	\$127.50	
Recreation (02-46-92-473-9999)		\$127.50

Purpose: To provide 3 scholarships for the Junior Bulldogs Basketball League.

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#43) (16-11-11-583-9999)	\$60.00	
Recreation (02-83-22-473-9999)		\$60.00

<u>Fund</u>	<u>From</u>	<u>To</u>
Memorial/Endow. (#43) (16-11-11-583-9999)	\$50.00	

Purpose: To provide 2 scholarships for the Soccer Skills and Drills Program.

Purpose: To provide 2 scholarships for the All-Around Basketball Skills Program.

Motion by Treasurer Johnson, seconded by Vice President Bridges, to approve interfund transfers, 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 Resolution 2024-13, Roosevelt Park OSLAD

Motion by Commissioner Herrera Giron, seconded by Treasurer Johnson, to approve Resolution 2024-13, Roosevelt Park OSLAD, as presented.

Mr. Bejster explained the intention of the District in applying for the OSLAD grant and the work they hope to be able to do.

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 Service Proposal for Additional Parking

Staff recommends approval of the proposal from Gewalt Hamilton in the amount of \$47,450.00.

Motion by Vice President Bridges, seconded by Treasurer Johnson, to service proposal for additional parking, as presented.

Mr. Bejster noted that this would add up to one hundred spots at the SportsPark. The Village of Beach Park is supportive of this, as it would help alleviate potential traffic build-up on Beach Road. This would also serve our patrons better, as they would not have to utilize overflow parking. Mr. Bejster noted that any trees that are removed for this project will be replanted.

On the roll call, the vote was as follows:

AYE: Kilkelly, Johnson, Bridges, and Mathews

NAY: Herrera Giron

ABSTAIN: None

ABSENT: None

Motion carried.

G. Motion to Approve Adaptive Recreation Center Parking Lot Construction Bid

Staff recommends the District enter into a contract with Chicagoland Paving Contractors, Inc for the base bid amount while taking the deduct for alternate #2 for a contract award of \$161,500.00.

Motion by Commissioner Kilkelly, seconded by Treasurer Johnson, to approve Adaptive Recreation Center Parking Lot Construction Bid, as amended.

Mr. Bejster noted that the District received six bids on this project. Seven parking spots, additional greenspace and stormwater ravine stabilization will be added within this project.

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, August 27<sup>th</sup> at 4:30 pm

**X. QUESTIONS/COMMENTS FROM COMMISSIONERS**

Commissioner Herrera Giron thanked staff for all of their work on the parade and for supporting Board members in their participation in it. She stated that it is so nice to see the parks full of people enjoying the facilities. She thanked staff for their dedication to creating programs and activities for the citizens of Waukegan.

Commissioner Kilkelly also thanked staff for all of their work on the parade. She congratulated the scholarship recipients. She continues to receive questions about towels at the Field House.

Treasurer Johnson stated that the parade was fantastic. He noted that his daughter had her first experience at the SplashPad and thoroughly enjoyed the experience. He thanked staff for all their work.

Vice President Bridges asked if the District needs assistance with graffiti removal at Roosevelt Park. He noted that the City of Waukegan is partnering with IDOT and offered their assistance. He noted that the Fourth of July parade was incredible and he thanked staff for all of their work to make the event a success. He thanked the staff for the Movies in the Park and Arts in the Park programs. He appreciates all of the programs being offered to citizens. He also thanked the District for their help with Scoop the Loop. He is looking forward to Partners in the Park.

President Mathews thanked his fellow Commissioners for their comments. He thanked staff for all that they do. He congratulated the employee of the month. He attended the opening Movie in the Park and noted that it was a great turnout. He also attended the Juneteenth event. He echoed Board member's comments about the parade and thanked staff for all they did. He thanked Senator Johnson and all of the first responders for their support at the parade. He also congratulated the Field House member of the month. He further thanked the wellness team for the District picnic.

## **XII. ADJOURNMENT**

There being no further business, Vice President Bridges moved, seconded by Commissioner Herrera Giron to adjourn the meeting at 5:30 p.m.

On all ayes, the motion carried.

Respectfully submitted,

Mandi Florip  
Secretary