

MINUTES OF REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
WAUKEGAN PARK DISTRICT  
ADMINISTRATION BUILDING  
1324 Golf Road  
Waukegan, Illinois 60087  
October 8, 2019

I. CALL TO ORDER

President Marc Jones called the meeting to order at 4:30 p.m.

II. ROLL CALL OF COMMISSIONERS

COMMISSIONERS PRESENT

President Marc Jones  
Vice President Jeremiah Johnson  
Janet Kilkelly

COMMISSIONERS ABSENT

Treasurer George Bridges  
Jacqueline Herrera Giron

STAFF PRESENT:

Executive Director Jay Lerner  
Executive Assistant Sally Sandine, Superintendent of Community Relations Teddy Anderson,  
Superintendent of Finance & Administration Jon Beckmann, Superintendent of Recreation Errick  
Beverly, Superintendent of Parks Scott MacLean, Deputy Superintendent of Recreation and Arts Mike  
Mayfield and Deputy Superintendent of Sports Quincy Bejster.

III. CONSENT AGENDA

The Consent Agenda Items which included the Board Minutes of September 10, 2019 (Board of Commissioners Meeting), Bills, Accounts Payable, Payroll and Financial Statements.

Motion by Commissioner Janet Kilkelly, seconded by Jeremiah Johnson, to approve the Consent Agenda Items as presented. There was no further discussion on the motion. On the roll call, the vote was as follows:

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

Motion carried.

#### IV. PUBLIC PORTION

None.

#### V. ACKNOWLEDGEMENTS & PRESENTATIONS

Sean Berry, Recreation Specialist/Aquatics, introduced himself, provided brief background information, and expressed his interest and enthusiasm to work with the Waukegan Park District.

Treasurer George Bridges arrived at the meeting at 4:35 pm and Commissioner Johnson made a motion, seconded by President Jones, to seat him. Roll call vote, all ayes.

Commissioner Jacqueline Herrera Giron arrived at the meeting at 4:37 pm and Commissioner Bridges made a motion, seconded by President Jones, that she be seated. Roll call vote, all ayes.

#### VI. PROGRESS REPORTS

A. Executive Director- Mr. Lerner presented his report, and asked if there were any Commissioner questions on the material.

B. Attorney- No report

C. IAPD/Legislative- No report

D. Division Reports

D.1) Finance and Administration – Mr. Beckmann presented an overview of the bond process and described the benefits that the District will receive by refinancing.

D.2) Parks – Mr. MacLean spoke about the recent recycling event held in conjunction with SWALCO. He noted that 86 of those attending were from Waukegan, while 24 were from other area cities. Continuing, he stated that demolition bids will be obtained for the Carnation Court and 1900 Belvidere properties.

Mr. MacLean then presented information on the final design for King Park, noting that the new shelter will be similar to that at Clearview Park. There will also be more trees, a restroom building, geodesic climbing dome, and a challenge course. This will go out to bid on November 4th and be presented to the Board at its December 3rd meeting.

D.3) Community Relations – Ms. Anderson said she would answer any questions on her report. Commissioner Herrera Giron inquired about the survey timeline. Ms. Anderson stated that the Halloween Trick or Treat Trail is the last public event where surveys will be collected and that the data will be presented to the Board at their December meeting. Commissioner Bridges asked about the census and was told that the District will support the census and Josue is the contact person. Commissioner Herrera Giron stated that there is financial gain to be had by participation.

D.4) Recreation – Mr. Beverly presented his report, and noted that the renovations at the Belvidere Recreation Center are finishing up. He mentioned the second quarter swim lessons are underway and that Oakdale school students will visit the Field House on Thursday at 9 am.

Deputy Superintendent Bejster states that North School had 80 students at the Field House on September 26th. In addition, the Zombie Walk will be held at Bowen Park at 9 am, Family Swim Night is scheduled for October 19th and Parents Night Out will be held on October 18th at 5:30 pm.

Deputy Superintendent Mayfield stated that history and school outreach continues. He said the Halloween Trick or Treat Trail will be held on October 26th from 1-3 pm, with stations to hand out treats which is designed to make for a better experience for the participants. Mr. Mayfield noted that the B.A.S.E. program had 50 kids attending today, and is now being held at the Jane Addams Center, but will return to the Belvidere Recreation Center next month.

Prior to beginning the Review, Discuss, Decide portion of the meeting, a brief break was taken to wish President Jones and Commissioner Herrera Giron each a happy birthday.

## VII. REVIEW, DISCUSS, DECIDE

### A. Motion to Approve Resolution 2019-21 – Change Order - Team Reil Water Main Revisions

Mr. Jerry Aulisio of the AT Group was introduced and discussed the underground findings at Rose Park in the vicinity of the Ganster pool and noted that they are working through the issues. He stated that the total cost would be \$85,935, with a credit of \$52,000, for a net cost of \$33,892.20.

Motion by Commissioner Kilkelly, second by Commissioner Johnson to approve Resolution 2019-21. No discussion was had on the motion. On a roll call vote, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

### B. Motion to Approve Resolution 2019-22 – Team Reil Additional Storm Line

Mr. Aulisio presented Resolution 2019-22 and described the change as adding a 30 inch storm line at the existing manhole which will be removed and replaced. The cost was \$22,000 but will now be \$15,190.65

Motion by Commissioner Kilkelly, second by Commissioner Johnson to approve Resolution 2019-22. No discussion was had on the motion. On a roll call vote, the vote was as follows:

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

Motion carried.

C. Motion to Approve Delegates to the Annual Business Meeting of the Illinois Association of Park Districts

Each year, a delegate and alternate delegate needs to be chosen to attend the annual business meeting at the IAPD IPRA Conference in January. Nominees are President Marc Jones as the delegate and Vice President Jeremiah Johnson as the alternate. President Jones made the motion and Commissioner Herrera Giron seconded the motion. Unanimous approval by voice vote of the choices by all commissioners.

D. Motion to Accept the Low Bidder for General Obligation Limited Refunding Park Bonds, Series 2019

Mr. Beckmann stated he worked with Speer Financial on the bond rollover. Speer Financial presented the competitive bond sale and indicated the low bidder of Wintrust Banks. He indicated the bond use and description and noted that Wintrust Banks bond closing will be October 22<sup>nd</sup>. Proceeds will assist in meeting ongoing obligations for both debt and capital.

Vice President Johnson made the motion to accept the low bidder and Commissioner Kilkelly seconded the motion. No discussion was had on the motion.

On a roll call vote, the vote was as follows:

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

Motion carried.

E. Motion to Approve Ordinance 19-05 - Providing for the issue of approx. \$1,835,025 General Obligation Limited Refunding Park Bonds Series 2019 Bond Issue

Mr. Beckmann presented Ordinance 19-05 for a bond issue. The ordinance was reviewed at the last board meeting in draft format but was updated with winning bidder. This ordinance will be filed with Lake County before sending to Bond Counsel for closing on the issue on October 22<sup>nd</sup> to get proceeds.

Motion by President Jones, second by Commissioner Herrera Giron, to approve Ordinance 19-05. No discussion was had on the motion. On a roll call vote, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

## VIII. CLOSED SESSION

Motion to adjourn to Closed Session. Closed session ended, motion to return to open session. Brief discussion of executive director contract 70 ILCS 1205/8-1 (i) personnel item ILCS 120/2 (c)(1).

### F. Motion to Approve Appointment of a Board Attorney

Motion by Commissioner George Bridges, second by Jeremiah Johnson, to approve the appointment of Mandi Florip as the board attorney to fill the vacancy created when Justice George Bridges was appointed to the Second District Appellate Court. There was no discussion.

On a roll call vote, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

### G. Motion to Approve Executive Director Contract

Motion by President Jones, second by Bridges, to approve the Executive Director contract. No further discussion was had on the motion. Commissioner Herrera Giron suggested that we obtain a tool to measure performance and set goals.

On a roll call vote, the vote was as follows:

AYE: Bridges, Herrera Giron, Johnson and Jones

NAY: Kilkelly

ABSTAIN: None

ABSENT: None

Motion carried. Commissioner Kilkelly presented a memo to be filed with the minutes.

## IX. ANNOUNCEMENTS

There were no announcements.

## X. UPCOMING MEETINGS

The next meeting is scheduled for October 22, 2019. It is a Committee of the Whole Meeting.

## XI. COMMISSIONER COMMENTS

Commissioner Herrera Giron thanked the staff for the cupcakes in honor of her birthday. She also thanked Mike Mayfield for making arrangements for the block party.

Commissioner George Bridges talked about the NRPA 5K in Baltimore. He also thanked Sally for taking care of arrangements for the national conference. He thanked Shelby and her team for the 5K setup.

Commissioner Kilkelly mentioned Cliff Levinson and spoke about compliments for Bonnie Brook. She asked if perhaps the page numbers could be added to the board packet pages to help in locating items for review. She also noted that she attended some good sessions at the NRPA Conference.

Commissioner Johnson noted that he attended some excellent sessions at the NRPA Conference in Baltimore and spoke about the epic Grand Prairie Texas alternative for kids.

President Jones spoke about the NRPA Gold Medal, as well as the Rose, King and Carnegie projects.

## XII. ADJOURNMENT

There being no further business, Commissioner Bridges moved, seconded by President Jones to adjourn the meeting at 6:10pm. The motion carried by a unanimous voice vote.

Respectfully submitted,

Jay Lerner  
Acting Secretary

**Janet E. Kilkelly**  
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## **Memo**

To: Jay Lerner, Executive Director  
From: Janet E. Kilkelly, Waukegan Park District Commissioner  
Cc: Waukegan Park District Commissioners  
Date: October 4, 2019  
Re: Executive Director Annual Compensation



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On Wednesday, October 2<sup>nd</sup> I had the pleasure of a one on one meeting with Jay Lerner to go over the particulars of his requested compensation. Since then, I have availed myself to the numbers associated with comparison communities involving, district budget, population, EAV, years of experience, past Directors compensation etc.

I believe the District has benefited from your 2-year helm, e.g. adjusting to new director, moving from building phase to maintenance phase of district facilities, navigating unions, reorganizing your leadership team and evaluating Park District legal counsel to name a few areas in addition to the day to day operations. With that in mind and after close review of our community demographics and statistics I believe that you are at a fair compensation currently. As you have received along with your employees an annual increase in May that puts you currently at \$153,836.00, including 4 weeks' vacation, use of district car, plus buy out of your sick days along with all the health care afforded by all full-time employees.

Regarding IMRF voluntary contribution payments as a bonus, you discussed the 10% allowable amount to be put in on your behalf each year. I balked at that, because it would be a liability to the district in the amount of over \$15,000 a year and even at ½ that would be \$7,500+ a year. I have looked at your request and believe that it is premature on your part to request that annual benefit at this time, as your predecessor did not request that for a number of years after becoming executive director.

In addition, you mentioned that Andrew Paine, from Tressler LLP, has looked over the agreement. My question to you is, was that as a review for the district interests or for your interests. If for the districts interest I would like to see his bill and comments if for your interest, the cost is on you.

Your current compensation is fair and has allowed you the opportunity to grow into your position as Executive Director. I believe you are the right person at the right time and I look forward to working with you on behalf of the district for a long time.