

MINUTES OF THE REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
WAUKEGAN PARK DISTRICT

August 3, 2021  
1324 Golf Road  
Waukegan, IL 60087

**I. CALL TO ORDER**

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

**II. ROLL CALL OF COMMISSIONERS**

COMMISSIONERS PRESENT

Vice President Janet Kilkelly  
Treasurer Jeremiah Johnson  
Commissioner George Bridges  
Commissioner Anton Mathews

COMMISSIONERS ABSENT

President 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 Quincy Bejster, and Attorney Mandi Florip.

**III. CONSENT AGENDA**

The Consent Agenda Items which included the Minutes of the July 13, 2021 (Board of Commissioners Meeting), July 26, 2021 (Special Board Meeting), and Payroll.

Motion by Commissioner Bridges, seconded by Commissioner Mathews to approve the Minutes of the July 13, 2021 (Board of Commissioners Meeting), July 26, 2021 (Special Board Meeting), and Payroll.

On the roll call, the vote was as follows:

AYE: Mathews, Bridges, Johnson, Kilkelly

NAY: None

ABSTAIN: None

ABSENT: Herrera Giron

Motion carried.

**IV. PUBLIC COMMENT**

## V. ACKNOWLEDGEMENTS & PRESENTATIONS

- A. Best of the Best Awards – Ms. Anderson stated that the District has received “Best Golf Course” for Bonnie Brook Golf Course and the Filed House won “Best Health and Fitness Club”.

## VII. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report and noted that he received a call from Congressman Schneider providing an update on the \$3 million dollar award. Mr. Lerner has been working with Mr. Bejster to address the issue of gatherings posted on social media in which permits have not been acquired.

President Herrera Giron entered the meeting at 4:34 pm.

Motion to seat President Herrera Giron, by Commissioner Bridges, Second by Treasurer Johnson. On a voice vote, the vote was unanimous.  
Motion carried.

Mr. Lerner stated that Senator Johnson is working with staff to acquire the promised state funding.

B. Attorney Report: Attorney Florip has been working on various contracts and letters, as requested by staff.

C. Legislation/ IAPD Update: Attorney Florip explained the implications of the newly issued Executive Order. The Board decided to hold the August 24<sup>th</sup> meeting virtually.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report and offered to answer questions. SplashZone is averaging 800-1000 people each weekend and the District has 6,896 members at the Field House. Movies at the Park at the beach had over 200 people attend. Discovery Nature Day was a successful event. Mr. Beverly provided an update on all that had been accomplished over the summer. He noted that staff worked extremely hard to pass a new contract for lifeguards.

President Herrera Giron commended staff on providing additional accommodations to children when necessary. She also asked if the District has approval to use photographs. Staff noted that it is included within the waiver. She noted that an event flyer has an incorrect Spanish language translation. Mr. Beverly stated that staff will improve this in the future.

D2. Parks: Mr. Bejster presented his report. He highlighted that staff continues to work closely with Signal 88. They are reviewing their reports and expect to have a dashboard of statistics to review at the end of the summer. The car count has been low. Counters are at Rose Park, Bowen Park, and Clearview Park. They have two weeks' worth of data and are not yet seeing any trends. Mr. Bejster noted that the turf tank is exceptional. Staff uses this tank for their layouts,

decreasing manhours and supplies. Commissioner Bridges stated that the tank was a very good investment for the District. He also noted that progress is being made on Victory Park. Following last week's wind storm, the Parks Department worked diligently to remove trees and branches which had fallen. Staff hosted an MIPE meeting at Rose Park, with over 50 Parks professionals. Bonnie Brook tile has been moving forward and the installation deadline should be met.

Vice President Kilkelly asked for clarification about the Legat Architecture contract. President Herrera Giron asked for a status update on Waukegan Police patrol. Staff noted that the liaison has just returned and they have not had an opportunity to have that conversation.

D3. Community Relations: Ms. Anderson presented her report. She noted that Ben had worked on a series of grants. Tomorrow is the Bevier Park public input meeting at 4pm. She asked that the Board plan to attend, if possible. She noted that the District received a large amount of positive press last month. They also released the first program guide of the year.

Vice President asked for an update on the Rich Davis memorial. Tim stated that the District worked with the City to have a memorial tree planted. The Dennis Allen Mivshek memorial is scheduled for August 28<sup>th</sup>. The tree has been ordered and will be planted a week or two before the memorial.

Commissioner Mathews asked how the public input meeting would work. Mr. Bejster noted that it is an open house where the public is invited to attend and share their thoughts on park improvements.

Treasurer Johnson asked for an update on the District's presence on social media. Ms. Johnson stated that all platforms have slowly and steadily increased.

D4. Finance and Administration: Mr. Beckmann presented his report. He noted that he has a representative here from Speer Financial to discuss a few options with Carnegie. He also has bond counsel on the line to discuss.

## **VII. REVIEW, DISCUSS, AND DECIDE**

### **A. Carnegie Project Update and Motion to Approve Design Development Phase**

With completion of the Schematic Design Phase, the AT Group provided an update on what has been accomplished and identified some of the next steps in the renovation process. The group provided a recommendation to move the project into the Design Development phase.

Mr. Aulisio provided a quick update to the Board. They have just finished the schematic design phase, which is the second of five phases. The base element is to finalize the floor plan and to make preliminary decisions about parking, mechanical systems, and civil engineering to move the project forward. This also includes an updated budget for Board review.

He presented the architects' images of what the building will look like. He also presented the civil plan. He noted that a challenge has been acquiring three parcels of property from IDOT. The acquisition process is a public auction, as they are unable to donate the property.

President Herrera Giron asked if the AT Group foresees someone outbidding the District during the auction. Although they do not anticipate this, it is a possibility.

The District will also have to work with the city and request a conditional use permit, as the property is zoned as residential. With the approval of the schematic design, AT Group will be able to begin this process.

Vice President Kilkelly asked how many parking spots are included in the plan. Mr. Ausilio stated that three handicap accessible spots were included.

Mr. Ausilio presented a budget summary to the Board which shows what has happened over time. At this point, the project is going to cost roughly \$12 million. They also looked at the funding, which closely offsets the cost, with a small deficit. They anticipate finding cost savings to offset the deficit. At the end of each phase, AT Group will return to the Board with the budget actuals and projections. He also noted that it is common to be out of budget during the schematic phase.

Vice President Kilkelly asked for clarification on window replacement versus refurbishment.

Motion by Commissioner Mathews, Second by President Herrera Giron to approve design development phase, as presented.

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

B. Discussion of Waukegan Carnegie Project Debt Financing Funding Update

Mr. Beckmann noted that Speer Financial is present to speak to the Board about two options for funding. Since hearing that the project design may take a few more months, the District will need to issue another round of debt. The District will need to rely on debt financing.

The District can either pay back the debt or keep and add to long term savings. Mr. Beckmann is recommending that the District keep those funds to build up their reserve and put it back into the community.

Mr. Beckmann presented the procedural steps the Board needs to take in order to move forward with their financing decision.

C. Motion to Approve General Obligation Limited Bonds 2021 Series Planning Letter/Schedule and Engagement Letter

This fiscal year we will be issuing debt on two levels: 2021A Bond Series (annual rollover bond to pay short-term outstanding debt with a capital proceeds component. (\$8,500)) and 2021B Bond Series (funding for the Waukegan Carnegie Center with an option to get more funding to renovate another building with additional parking nearby. (Up to \$39,500).

Staff recommends the District work with Speer Financial on facilitating the transaction according to the schedule presented to meet the legal requirements.

Motion by Treasurer Johnson, seconded by Vice President Kilkelly, to approve General Obligation Limited Bonds 2021 Series Planning Letter/Schedule and Engagement Letter, as presented.

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

D. Presentation on Bevier Park Renovation

Tim presented the renovation plans to the Board for Bevier Park. This is one of the larger, more heavily used, community parks. OSLAD has been a strong partner of the District and staff intends to apply for a \$400,000 grant in order to renovate Bevier Park. The deadline for grant application is September 1<sup>st</sup> so staff is working diligently to put together a plan. The total budget for the renovation is \$1.1 million.

Staff has gone through a process to determine which renovations need to be made, including the upcoming community input meeting. Bevier Park is located in a floodplain zone, which means the District has an environmental limitations.

Proposed renovations were presented to the Board for discussion.

E. Motion to Approve Resolution 2021-16, OSLAD Grant Program Resolution of Authorization Bevier Park Renovation

Motion by Treasurer Johnson, seconded by Commissioner Mathews, to Approve Resolution 2021-16, OSLAD Grant Program Resolution of Authorization Bevier Park Renovation, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

F. Motion to Approve New and Amended Policies

Mr. Beckmann provided an update on the new and amended policies for Board review.

1. 2.09 Fund Balance-amended

Motion by Treasurer Johnson, seconded by Commissioner Mathews, to approve policy 2.09 Fund Balance, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

2. 2.15 Memorial/Endowment Creation and Usage-new

Motion by Vice President Kilkelly, seconded by Commissioner Mathews, to approve policy 2.15 Memorial/Endowment Creation and Usage, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

3. 2.16 Replacing Checks and Return Fee-new

Motion by President Herrera Giron, seconded by Commissioner Mathews, to approve policy 2.16 Replacing Checks and Return, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

G. Motion to Approve Resolution 2021-17, ComEd & Openlands Victory Park CDBG Pollinator Rain Garden

Ms. Johnson stated that this resolution states that the District has received funds for a pollinator rain garden and the Board has agreed to use those funds for their intended purpose in this fiscal year. This is a requirement of the grant.

Motion by Commissioner Bridges, seconded by Commissioner Mathews, to Resolution 2021-

17,ComEd & Openlands Victory Park CDBG Pollinator Rain Garden, as presented.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

F. Motion to Approve Field House Custodial Services

Staff recommends rejecting the low bid from Alpha Building Services Maintenance Inc. and accepting of the bid of \$52,368.00 from Eco Clean Maintenance Inc. for the 2021 FH Contractual Custodial Services. As included in the Board packet, the reference checks for the lowest bidder were not positive.

Motion by Vice President Kilkelly, seconded by Treasurer Johnson, to approve Field House custodial services, as presented.

Commissioner Mathews noted that he supports staff decision.

On the roll call, the vote was as follows:

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

NAY: None

ABSTAIN: None

ABSENT: None

Motion carried.

**VIII. NEXT MEETING**

Committee of the Whole Meeting, August 24, 2021 at 4:30 pm, Virtual

**IX. QUESTIONS/COMMENTS FROM COMMISSIONERS**

Commissioner Mathews thanked the staff and leadership team for their work. He gave a big kudos to Errick, Shelby, and the team at the Field House for the increasing membership. He complimented Javier Martinez and staff about the successful camps. He thanked the residents for contacting him with feedback, which is always welcome. He congratulated Pat and Carrie on welcoming a new baby and Kalina and Diego on welcoming their new baby. He also congratulated the Employees of the Month. He noted that he enjoyed the Movie in the Park at the lakefront. He thanked the City of Waukegan for the collaboration and looks forward to more in the future.

Commissioner Bridges echoed the remarks of the other commissioners.

Treasurer Johnson noted that he has received a lot of positive feedback about Bonnie Brook Golf Course, which is a testament to the staff and golf staff.

Vice President Kilkelly stated that she went to the nature center on Saturday and Jen and Maria did a great job explaining everything. This will be a great learning place for children and families. She appreciates that the building has a home now. She stated that the son-in-law of former Mayor Durkin was using the Field House and he had nothing but positive feedback. In addition, she spoke with a Lake Bluff resident who reflected that Bonnie Brook is the best golf course she has seen.

President Herrera Giron thanked the staff from the District in keeping the community engaged and learning. She appreciates the District working hard to keep families united and active. Her son participated in the camps and loved it.

## **XI. ANNOUNCEMENTS**

## **XII. ADJOURNMENT**

There being no further business, Commissioner Mathews moved, seconded by Treasurer Johnson to adjourn the meeting at 6:21 p.m.

On a voice vote, the vote was unanimous.

Motion carried.

Respectfully submitted,

Mandi Florip  
Secretary