

MINUTES OF THE REGULAR MEETING  
BOARD OF PARK COMMISSIONERS  
WAUKEGAN PARK DISTRICT  
January 11, 2022  
Virtual Meeting

**I. CALL TO ORDER**

The meeting was called to order at 4:30 pm. Based on the January 7, 2022 disaster declaration, this meeting was held virtually due to the pandemic.

**II. ROLL CALL OF COMMISSIONERS**

COMMISSIONERS PRESENT

Vice President Janet Kilkelly

Commissioner George Bridges  
Commissioner Anton Mathews

COMMISSIONERS ABSENT

President Jacqueline Herrera Giron

Treasurer Jeremiah Johnson

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 December 14, 2021 (Board of Commissioners Meeting), Payroll, Bills, and Financial Statement.

Motion by Commissioner Mathews, seconded by Commissioner Bridges to approve the minutes of the December 14, 2021 (Board of Commissioners Meeting), Payroll, Bills, and Financial Statement, as presented.

On the roll call, the vote was as follows:

AYE: Mathews, Bridges, and Kilkelly

NAY: None

ABSTAIN: None

ABSENT: Johnson, Herrera Giron

Motion carried.

#### **IV. PUBLIC COMMENT**

Tony wished everyone a happy new year. He stated that the parks are looking great.

#### **VI. ACKNOWLEDGEMENTS & PRESENTATIONS**

There were no items.

#### **VII. PROGRESS REPORTS**

A. Executive Director Lerner: Mr. Lerner presented his report. Staff will provide an update on the Carnegie library during a future meeting. The new estimated cost is slightly higher than anticipated, so the contractor is working on bringing the costs down. He noted that Midlane golf course will be going up for auction with sealed bids starting March 10th, 2022. There is a reserve on this, as the owner will only sell if the price is of interest to him. He also noted that staff is looking into possible uses for the horse barn on Yorkhouse.

Vice President Kilkelly noted that there are a lot of therapy horse riding groups and asked if the District has reached out to them. Mr. Beverly stated they are in the initial stages of information gathering. Mr. Lerner noted that the District is not looking to purchase horses.

Commissioner Mathews asked how the horse rentals idea came about. Mr. Lerner stated that this came up during the community input meeting.

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

C. Legislation/ IAPD Update: Attorney Florip stated that the legislators returned to Springfield but have only been in session limited amounts. They plan to end in April and have not pushed deadlines, so they will need to find a way to get business done.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report.

Canadian National American in Bloom Grant – Mr. Bejster thanked VP Kilkelly for bringing this to the district's attention. This will cover trees and native plants at Bevier Park. The grant is for \$25,000 and will cover this and next year.

Autism Speaks Grant – This is the first time the District has applied for and received this grant. It will provide training and programming.

The Polar Bear Plunge raised over \$11,000 this year. Vice President Kilkelly, Commissioner Bridges, and Commissioner Mathews all assisted in making this event successful. Family swim night is quickly approaching. The Field House currently has 7,554 members.

D2. Parks: Mr. Bejster presented his report. The ice rink at Arbor Park opened on January 7th. Park in the Glen has a new playground completely installed. Site restoration is complete. It is open to the public but the District plans to hold a ribbon cutting this spring. The BRC roof is 70% complete and needs warmer weather to finish. The path was finished around the healing garden at Victory Park. The next steps will include the fence, fountain, and the bathroom, all of which will need warmer weather. Staff has been busy with snow and ice removal.

D3. Community Relations: Ms. Anderson presented her report. Highlights include four news items being included in the News Sun and Daily Herald. Josue continues to do a good job with media relations. She stated that the District received a North Shore Gas grant of \$20,000 to the foundation for the healing garden at Victory Park. Staff is continuing to raise funds.

Vice President Kilkelly noted that North Shore Gas is a great partner to have and the District is grateful for the partnership between North Shore and Ms. Danks.

D4. Finance and Administration: Mr. Beckmann presented his report. The District is having a successful collection of PPRT. This is on the state's collection cycle which is July-June.

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

### **A. Motion to Approve Closed Session Minutes from October 12, 2021**

Motion by Commissioner Bridges, seconded by Commissioner Mathews, to approve closed session minutes from October 12, 2021, as presented.

AYE: Mathews, Bridges, and Kilkelly

NAY: None

ABSTAIN: None

ABSENT: Johnson, Herrera Giron

Motion carried.

### **B. Motion to Approve Grosche Field Backstop and Fence Purchase**

Staff recommends acceptance of the low bid of \$110,100.50 from Peerless Fence Company for the 2022 Grosche Field Backstop Installation

Motion by Commissioner Mathews, seconded by Commissioner Bridges, to approve Grosche Field Backstop and Fence Purchase, as presented.

Staff feels that this is a good price and lower than expected. The current backstop has been welded and repaired several times.

Commissioner Mathews asked when this would be completed. Completion date is April 15th, 2022, but the availability of supplies can vary.

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

Motion carried.

C. Motion to Approve Hinkston Tree Removal

Staff recommends acceptance of the low quote of \$21,000.00 from Aerial Tree Service for the 2022 Hinkston Tree Removal.

Motion by Commissioner Mathews, seconded by Commissioner Bridges, to approve Hinkston tree removal, as presented.

Commissioner Mathews noted that he is glad that this is a Waukegan company.

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

Motion carried.

D. Motion to Approve Contractual Lawn Maintenance Service Bid

Staff recommends acceptance of the low bid of \$27,885.00 from G & S Services of IL, Inc. for the 2022 Contractual Lawn Maintenance Services with an option to renew for a second year at \$27,885.00 and a third year at \$30,680.00 as listed in the bid proposal. Renewals will be at the discretion of the Waukegan Park District at the end of each service year.

Motion by Commissioner Bridges, seconded by Commissioner Mathews, to approve contractual lawn maintenance service bid, as presented.

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

Motion carried.

E. Motion to Approve Oak Tree Wood Milling

Staff recommends acceptance of the low quote of \$24,496.00 from Horigan Urban Forest Products, Inc. for the 2022 Oak Wood Tree Milling from Various Parks.

Motion by Commissioner Bridges, seconded by Commissioner Mathews, to approve oak tree wood milling, as presented.

Commissioner Mathews noted that he is pleased this is a local company, from North Chicago. Vice President Kilkelly asked what the milling would include. Mr. Bejster stated that the trees that are scheduled to be cut down will be milled down into wood board that will be used at Yorkhouse Farm. There is no aging time for the drying of the wood.

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

Motion carried.

- F. Motion to Approve Ordinance 22-01, An Ordinance Abating the Tax hereto levied for the year 2021 to pay the Principal of and Interest on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A, and General Obligation Park Bonds (Alternate Revenue Source) Series 2017A, of the District

Motion by Commissioner Mathews, seconded by Commissioner Bridges, to approve Ordinance 22-01, An Ordinance Abating the Tax hereto levied for the year 2021 to pay the Principal of and Interest on General Obligation Refunding Park Bonds (Alternate Revenue Source), Series 2015A, and General Obligation Park Bonds (Alternate Revenue Source) Series 2017A, of the District, as presented.

Mr. Beckmann noted that this is an annual ordinance and will need to organize a time for the attorney and president to sign paperwork.

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

Motion carried.

- G. Motion to Approve Ordinance 22-02 Declaring Surplus Property

Mr. Beckmann stated that they are seeking authorization to sell property that is listed within the board packet. They plan to auction this property and deposit the proceeds into their capital fund to reinvest.

Motion by Commissioner Mathews, seconded by Commissioner Bridges, to approve Ordinance 22-02 Declaring Surplus Property, as presented.

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

Motion carried.

- H. Motion to Approve Resolution 2022-01, A Resolution Approving the Terms and Authorizing the Execution of a Commercial Real Estate Sale Agreement Between the Waukegan Park District and Walnut and Vine Properties II, LLC for Certain Property located at 540 S. McAlister Avenue, Waukegan Illinois

Motion by Commissioner Mathews, seconded by Commissioner Bridges, to Approve Resolution 2022-01, A Resolution Approving the Terms and Authorizing the Execution of a Commercial Real Estate Sale Agreement Between the Waukegan Park District and Walnut and Vine Properties II, LLC for Certain Property located at 540 S. McAlister Avenue, Waukegan Illinois, as presented.

This is the building next to Roosevelt Park that the District intends to use for special recreation. The price is \$375,000. If approved, the property will go into an inspection period. If all inspections come back without issue, the building will be owned by the District.

Mr. Beverly noted that this building has been on his agenda since he was promoted. He thanked Mr. Lerner and Mr. Beckmann for making this happen, on behalf of his department. Vice President stated that this is long overdue and will be an asset to the District. She asked if there is a garage with this property. Mr. Beverly stated that there is a side parking lot and shed that they are able to use. Mr. Lerner stated that there is an adjacent property that the District may look into purchasing in the future.

AYE: Mathews, Bridges, and Kilkelly

NAY: None

ABSTAIN: None

ABSENT: Johnson, Herrera Giron

Motion carried.

## **VIII. NEXT MEETING**

Committee of the Whole Meeting (tentative) January 25, 2022 at 4:30 pm

Mr. Lerner stated that his meeting is right before IAPD. He noted that very few individuals are going so the Board can plan to have this meeting, unless they would like to wait until February. Vice President Kilkelly stated that she is fine postponing the meeting if the agenda is light. The Board members concurred.

## **XI. QUESTIONS/COMMENTS FROM COMMISSIONERS**

Commissioner Mathews thanked the incredible staff, specifically the entire Field House staff, for doing a fantastic job in December recruiting and keeping members. He also thanked the staff at the Waukegan History Museum. He was pleased to see 115 residents visit the museum in December. He also commended the staff and volunteers for contributing to the Polar Bear Plunge. He thanked the police, fire, city, and David Motley for emceeding the event. He reminded the community to stay vigilant as COVID-19 surges.

Commissioner Bridges wished everyone a happy new year.

Vice President Kilkelly stated her appreciation to the staff for the polar bear plunge. She had a resident approach her and comment about the Park District brochure. She is glad that it is being read. She hopes everyone takes care of themselves, as COVID-19 is spreading rapidly and is certainly wreaking havoc in many families.

**XII. ANNOUNCEMENTS**

**XIII. ADJOURNMENT**

There being no further business, Commissioner Bridges moved, seconded by Commissioner Mathews to adjourn the meeting at 5:09 p.m.

On the roll call, the vote was as follows:

AYE: Mathews, Bridges, and Kilkelly

NAY: None

ABSTAIN: None

ABSENT: Johnson, Herrera Giron

Motion carried.

Respectfully submitted,

Mandi Florip  
Secretary