MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
August 12, 2025

I. CALL TO ORDER

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

II. ROLL CALL OF COMMISSIONERS

COMMISSIONERS PRESENT	COMMISSIONERS ABSENT
President George Bridges	
Vice President Jacqueline Herrera Giron	
Treasurer Anton Mathews	
Commissioner Jeremiah Johnson	
Commissioner Janet Kilkelly	

STAFF PRESENT:
Executive Director Jay Lerner
Executive Assistant Sally Sandine, Director of Parks Quincy Bejster, Director of Community Relations and Marketing Shelby McDonald, Director of Finance & Operations Jon Beckmann, Superintendent of Finance and Operations Kalina Mendez, Director of Recreation Errick Beverly, Superintendent of Sports, Fitness and Aquatics Kaitlin Fischer, and Attorney Mandi Florip.

III. CONSENT AGENDA

Consent Agenda Items included the Minutes of the July 8, 2025 (Board of Commissioners Meeting), Bills, Payroll, and Financial Statement.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve the Minutes of the July 8, 2025 (Board of Commissioners Meeting), Bills, Payroll, and Financial Statement, as presented.

On the roll call, the vote was as follows:

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

Motion carried.

VI. PUBLIC COMMENT

None.

V. ACKNOWLEDGEMENTS & PRESENTATIONS

None.

VI. PROGRESS REPORTS

A. Executive Director Lerner: Mr. Lerner presented his report and offered to answer any questions from the Commissioners. The District will be receiving an award for the Carnegie. Official notification will be forthcoming. Treasurer Mathews asked for clarification about the award.

B. Attorney Report: Attorney Florip provided an update on the liquor licensing for the Carnegie.

C. Legislation/ IAPD Update: Mr. Lerner noted that the NRPA Conferenceis about a month away. Ms. Sandine will be coordinating the conference logistics for commissioners.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report. He noted that summer camp has ended. Touch a Truck was a great event. They are preparing for Halloween Trail event. This Saturday is the Dandelion Wine Festival .

A. Superintendent of Sports, Fitness, and Aquatics - Ms. Fischer stated that the Field House membership is at 10,065. The glow walk is tomorrow at Bevier. Family Splash Bash is coming up. Yoga on the Beach continues to be a huge hit with residents. Ms. Fischer also provided an update on the locker room renovations. They are also preparing for the annual deep cleaning and closure of the Field House.

D2. Parks: Mr. Bejster presented his report. He noted that they continue to make progress at Dugdale. Hinkston Park pavilion demolition has begun. The Washington bandshell is complete. Harbor Lights donated a memorial bench to King Park. Commissioner Kilkelly asked for the background about Harbor Lights. Mr. Bejster answered that they are a nonprofit organization that works with the youth in the community.

D3. Community Relations: Ms. McDonald presented her report. She noted that the fall holiday guide has been sent out to the community. She thanked everyone who participated in the golf outing. It was a successful event.

D4. Finance and Administration: Mr. Beckmann presented his report and offered to answer any questions. He stated that Mr. Jesse has been getting estimates to address the cart paths in the future. Treasurer Mathews commended Mr. Beckmann and his team on their training completion.

A. Superintendent of Finance and Operations Mendez noted that they are working on finalizing the audit.

B. Budget Task Schedule FY 2026-27 – Mr. Beckmann stated that budget planning has begun. He reminded the board that the first workshop will be November 11th.

VII. REVIEW, DISCUSS, DECIDE

A. Motion to Approve the 2025-2029 Collective Bargaining Agreement Between the Waukegan Park District and Service Employees International Union (SEIU) Local 73

A motion was made by Commissioner Johnson, seconded by Treasurer Mathews to approve the 2025-2029 Collective Bargaining Agreement Between the Waukegan Park District and Service Employees International Union (SEIU) Local 73, as presented.

On the roll call, the vote was as follows:

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

Motion carried.

A motion was made by Commissioner Johnson to establish a consent agenda under omnibus vote on items B – D, seconded by Vice President Herrera Giron.

On the roll call, the vote was as follows:

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

Motion carried.

B. Motion to Approve Memorandum of Understanding with the Lake Forest Open Lands Association

Motion by Vice President Herrera Giron, seconded by Commissioner Johnson, to approve Memorandum of Understanding with the Lake Forest Open Lands Association, as presented.

On the roll call, the vote was as follows:

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

Motion carried.

C. Motion to Approve Speer Financial Planning Letter and Engagement Schedule

This fiscal year we will be issuing debt on the 2024 Bond Series: This is the District's annual rollover bond to pay short-term outstanding debt with a capital proceeds component. The total cost is approximately $19,400, which is $700 more than last fiscal year. This vote is to work with Speer Financial on facilitating the transaction to meet the legal requirements. Chapman and Cutler LLP will be Bond Counsel.

Motion by Vice President Herrera Giron, seconded by Commissioner Johnson, to approve Speer Financial Planning Letter and Engagement Schedule, as presented.

On the roll call, the vote was as follows:

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

Motion carried.

D. Motion to Approve Interfund Transfers

Motion by Vice President Herrera Giron, seconded by Commissioner Johnson, to approve the interfund transfers, as presented.

Fund	From	To
Memorial/Endowment - M51(16-11-11-583-9999)	$13,331.00	
Recreation (02-13-13-473-9999)		$13,331.00

Purpose: The funds are obtained sponsorship funds in support of the 2025 American Independence Parade.

Fund	From	To
Memorial/Endowment - M51(16-11-11-583-9999)	$750.00	
Memorial/Endowment (02-24-30-473-9999)		$750.00

Purpose: These funds are obtained sponsorship funds in support of the Free Movies in the Parks.

On the roll call, the vote was as follows:

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

Motion carried.

E. Discussion re: 2025 Levy and Direction

Mr. Beckmann provided an overview of the financial process to the Board and stated that he is looking for Board directive on the 2025 levy in order for the District to keep supporting operations, capital projects, and new initiatives. Mr. Beckmann provided financial projections of the recommended levy impact and anticipated expenditures. The Board discussed the 2025 levy analysis.

F. Upcoming Meeting: Board of Commissioners Meeting, Tuesday September 9, 2025

X. QUESTIONS/COMMENTS FROM COMMISSIONERS

Commissioner Johnson wished everyone a happy end to summer.

Commissioner Kilkelly had none.

Treasurer Mathews thanked staff for all of their work. He congratulated the July employee of the month and the Field House member of the month. He stopped by summer camp and passed out snacks to the youth. He thanked the Lake County Audubon Society for their partnership. He attended many events included the summer camp talent show, Greek Fest, and Scoop the Loop. He congratulated Senator Johnson on the renaming of the amphitheater. He also congratulated Commissioner Johnson on his tenure in ownership of Quonset and thanked him for providing pizza to the Wonka cast. Treasurer Mathews stated that the movie on the beach is one of his favorite events.

Vice President Herrera Giron congratulated the District on the award and noted she is happy to be in attendance at the meeting.

President Bridges thanked staff for the amazing work at Night Out and the golf outing.

XII. ADJOURNMENT

There being no further business, Treasurer Mathews moved, seconded by Commissioner Johnson, to adjourn the meeting at 5:04 p.m.

On all ayes, the motion carried.

Respectfully submitted,

Mandi Florip
Secretary