MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
November 11, 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 Marketing and Community Relations Shelby McDonald, Director of Recreation Errick Beverly, Superintendent of Sports, Fitness and Aquatics, Kaitlin Fischer, Director of Finance and Operations Jon Beckmann, Superintendent of Finance and Operations, Kalina Mendez, and Attorney Mandi Florip.

III. CONSENT AGENDA

Consent Agenda Items included the Minutes of the October 14, 2025 (Board of Commissioners Meeting), Bills, Payroll, and Financial Statement.

Motion by Treasurer Mathews, seconded by Vice President Herrera Giron to approve the Minutes of the October 14, 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, Hererra 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. He stated that they are looking into the possibility of Field House renovations. Treasurer Mathews commended Mr. Lerner on his training.

B. Attorney Report: Attorney Florip noted that she has been working with staff on various items. She attended the Legal Symposium and provided updates.

C. Legislation/ IAPD Update: Attorney Florip stated that various bills passed during the veto session and the staff is looking into implementing them.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report. He noted the District has been busy with Halloween and fall activities. The turkey trot was a great event. He also thanked President Bridges for his assistance with the injured runner. Mr. Beverly reminded the Board of upcoming holiday events in November and December. He also reminded the Board about the Polar Bear Plunge. Commissioner Kilkelly stated that she reviewed the participant numbers for the 2025 5K and asked that the expenditures be evaluated in the future in relation to the investment.

A. Superintendent of Sports, Fitness, and Aquatics - Ms. Fischer stated that the Field House membership is at 9,687. The men's member locker room is being competed. The Turkey Trot had 125 racers. The Zumba Fitness Night and Fits-Giving are both approaching. The Winter Wonder Walk will wrap up November.

B. 2025 5K Report

D2. Parks: Mr. Bejster presented his report. Dugdale Park is nearing substantial completion. The Hinkston Park pavilion restoration has been completed. Staff did an excellent job with snow removal yesterday.

D3. Community Relations: Ms. McDonald presented her report. She noted that the IPRA nominations have been submitted. Sponsorships are open for the Polar Bear Plunge. They are finalizing the volunteer patron awards program. Commissioner Kilkelly asked where the volunteer patron award program will be held.

D4. Finance and Operations: Mr. Beckmann presented his report and offered to answer any questions. He stated that the Annual Treasurer's Report has been filed. He is working with one of his brokers on a possible water bill reduction. He also stated that there may be some pension revisions that the District will need to implement. Mr. Beckmann provided an overview of Tier 1 versus Tier 2 benefits.

A. Superintendent of Finance and Operations – Ms. Mendez noted that the District is working on vetting new P-Card vendors and at reporting structures with the auditors.

VII. REVIEW, DISCUSS, DECIDE

A. IAPD Credentials Certificate – Delegate Selection

Mr. Lerner stated that the Board needs to elect an IAPD delegate. Commissioner Kilkelly nominated Treasurer Mathews for this role, who accepted the role. Commissioner Johnson accepted the alternate role.

B. Motion to Approve Resolution 2025-13 Lake County Community Development Block Grant (CDBG)

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Motion by Treasurer Mathews, seconded by Vice President Herrera Giron to approve Resolution 2025-13, Lake County Community Development Block Grant (CDBG), as presented.

On the roll call, the vote was as follows:

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

Motion carried.

C. Motion to Approve Interfund Transfers

Fund	From	To
Memorial/Endowment – M43 (16-11-11-583-9999)	$143.00	
Recreation (02-46-44-473-9999)		$143.00

Purpose: To cover three scholarships awarded for swim lessons.

Fund	From	To
Memorial/Endowment – M43 (16-11-11-583-9999)	$155.00	
Recreation (02-46-92-473-9999)		$155.00

Purpose: To cover five scholarships awarded to youth athletics.

Fund	From	To
Memorial/Endowment – M43 (16-11-11-583-9999)	$12.00	
Recreation (02-83-22-473-9999)		$12.00

Purpose: To cover one scholarship awarded to youth athletics.

Fund	From	To
Debt Service (17-11-11-583-9999)	$382,221.25	
Master Plan Capital Projects MP 17A (29-11-11-473-9999)		$382,221.25

Purpose: A budgeted Master Plan Capital Projects Fund transfer for FY2025-26 for the Hinkston Pavilion project from the 2025 Bond Series capital proceeds.

Fund	From	To
Corporate (01-11-11-583-9999)	$394,168.75	
Debt Service (17-11-11-473-9999)		$394,168.75

Purpose: A budgeted Debt Service Fund transfer for FY2025-26 for June 15, 2025, bond payments.

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

On the roll call, the vote was as follows:

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

Motion carried.

D. Motion to Approve FY Annual Comprehensive Financial Report and Golf Financial Audit Report

Staff recommends Board approval for the FY2024-25 Annual Comprehensive Financial Report Audit and Golf Operations Audit. All materials were provided in the Board packet and reviewed by Mr. Beckmann and Ms. Mendez.

Courtney Moore, principal auditor from Lauterbach & Amen, presented the financial report. She thanked Mr. Beckmann and Ms. Mendez for their comprehensive assistance in preparing the report. The District received the highest level of reporting available from the auditors. The Board discussed the importance of IT protection.

Motion by Treasurer Mathews, seconded by Commissioner Johnson to approve FY Annual Comprehensive Financial Report and Golf Financial Audit Report, as presented.

On the roll call, the vote was as follows:

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

Motion carried.

E. Financial Update

Mr. Beckmann provided an update to the Board. The District is fiscally healthy. He noted that the insurance is changing based on the addition of the Carnegie.

F. Update on FY 2026-27 Operating Budget

Ms. Mendez stated that the District is practicing target based budgeting in calculation of the budget.

G. Review Draft Ordinance 25-05 for the Levy and Assessment of Taxes for 2025

Ms. Mendez provided numbers of the anticipated levy. The Board has previously seen the numbers and they have not changed.

H. Motion to Approve Estimated Tax Levy

Motion by Commissioner Johnson seconded by Treasurer Mathews to approve estimated tax levy, as presented.

Mr. Beckmann noted that this is available on the website and has been posted for public review.

On the roll call, the vote was as follows:

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

Motion carried.

I. Motion to Approve Resolution 2025-12 Truth in Taxation Law

Motion by Commissioner Johnson, seconded by Vice President Herrera Giron to approve Resolution 2025-12, Truth in Taxation Law, as presented.

On the roll call, the vote was as follows:

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

Motion carried.

J. Motion to Approve Resolution 2025-14 Baxter Credit Union Certificate of Deposit (CD) Program

Motion by Treasurer Mathews, seconded by Commissioner Johnson to approve Resolution 2025-14 Baxter Credit Union Certificate of Deposit (CD) Program, as presented.

The signers will be appointed in this diversification effort. Mr. Beckmann provided a summary of this program.

Commissioner Kilkelly asked how much the deposit will be. Staff has discussed an amount, but will be finalizing this as the process moves along.

Motion to amend the motion to approve Resolution 2025-14 Baxter Credit Union Certificate of Deposit (CD) program not to exceed $2 million by Treasurer Mathews, seconded by Commissioner Johnson.

On the roll call, the vote was as follows:

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

Motion carried.

K. Motion to Approve Resolution 2025-15 Republic Bank of Chicago (Insured Cash Sweep) Program

Ms. Mendez stated that this will allow a continued diversification effort.

Commissioner Kilkelly asked for information about the diversification efforts and where the accounts currently lie.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve 2025-15 Republic Bank of Chicago (Insured Cash Sweep) Program, not to exceed $2 million, as presented.

On the roll call, the vote was as follows:

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

Motion carried.

L. Upcoming Meeting: Board of Commissioners Meeting, Tuesday December 9, 2025

X. QUESTIONS/COMMENTS FROM COMMISSIONERS

Commissioner Johnson wished everyone a Happy Veteran's Day. He stated that as the seasons change, he is happy the District continues to host a variety of events. He thanked everyone for what they do.

Commissioner Kilkelly thanked all of the veterans.

Treasurer Mathews wished everyone a Happy Veteran's Day. He thanked staff for all their work. He congratulated the October employee of the month and the November Field House member of the month. He attended a wide variety of events throughout the County. He thanked Commissioner Johnson for providing pizza to the Newsies cast and crew. He congratulated the Waukegan Historical Society on their IAPD Best of the Best award. He highlighted the well written article in the IAPD magazine by Ms. McDonald and Mr. Bejster. He also commended the Carnegie Museum on the prestigious award received, and was thankful to be part of the ceremony. He noted that he recognizes November as pancreatic awareness month, as he remembers his dear friend who lost a battle to this disease.

Vice President Herrera Giron thanked all of the veterans for serving our Country. She thanked the District for keeping our children and families involved and engaged in the community. She is glad that the District is fiscally responsible and has the ability to expand their mission.

President Bridges thanked all of our veterans. He thanked the community and our staff for supporting the city during the last snowstorm.

XII. ADJOURNMENT

There being no further business, Commissioner Johnson moved, seconded by Treasurer Mathews to adjourn the meeting at 5:20 p.m.

On all ayes, the motion carried.

Respectfully submitted,

Mandi Florip
Secretary