MINUTES OF THE REGULAR MEETING
BOARD OF PARK COMMISSIONERS
WAUKEGAN PARK DISTRICT
May 20, 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 Anton Mathews | |
| | *Vice President George Bridges |
| Treasurer Jeremiah Johnson | |
| | *Commissioner Jacqueline Herrera Giron |
| Commissioner Janet Kilkelly | |

*Commissioner entered after roll call.

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

## III. CONSENT AGENDA

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

Motion by Commissioner Kilkelly, seconded by Treasurer Johnson to approve the April 8, 2025 (Board of Commissioners Meeting), Bills, Payroll, Travel Expense Reports, and Financial Statement, as presented.

On the roll call, the vote was as follows:

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

Motion carried.

## IV. PUBLIC COMMENT

None.

## V. ACKNOWLEDGEMENTS & PRESENTATIONS

A. 2024 Introduction of new Employees: Tyler Tiffany, Youth Athletics Specialist, Jose Hernandez, Adult Athletics Specialist and Jordan White, General Recreation Specialist

Mr. Beverly introduced the new employees and asked each person to give a brief introduction to the Board.

*Motion to seat Vice President Bridges at 4:33 pm by President Mathews, seconded by Treasurer Johnson.

On all ayes, the motion carried.

## VI. PROGRESS REPORTS

**Progress Reports was moved to the end of the agenda.

A. Executive Director Lerner: Mr. Lerner presented his report and offered to answer any questions from the Commissioners.

B. Attorney Report: Attorney Florip noted that she has been working with staff on various items and noted that they are coming to a close with Union negotiations.

C. Legislation/ IAPD Update: Ms. Sandine has communicated with the Board about the NRPA conference. Ms. McDonald noted that the Capitol visit went well. She stated that pending budget approval, Representative Mayfield, Congressman Schneider and Senator Johnson all secured funding for the District.

D. Division Reports:

D1. Recreation: Mr. Beverly presented his report. He noted that Nature's Classroom is in full swing. The upcoming play of Charlie and the Chocolate Factory is approaching. Summer camps will begin soon. The fishing derby, yard sale, and parade are all coming up. He provided an overview of the Carnegie opening. Treasurer Mathews congratulated everyone on the outstanding success of the Carnegie.

A. Superintendent of Sports, Fitness, and Aquatics - Ms. Fischer stated that the Field House membership count is at 9,906. The District finished the second grade field trips with 15 public and 4 private schools that participated. They also held their first Zumba in the park. Commissioner Kilkelly asked how the Foundation funds will be tracked for the swim program. Vice President Herrera Giron asked if the swim program has stimulated interest in swim programs. Ms. Fischer answered that swim programs are extremely popular and operate with a wait list normally. Commissioner Johnson asked if the

Field House is seeing a higher level of interest with the recent closure of a different gym.

D2. Parks: Mr. Bejster presented his report. He noted that the Dugdale work is going well. Weather permitting, they plan to lay the trail asphalt next week. The Rosalind Franklin students have an upcoming service day with the District. There are many park permits that have been submitted. The splash pads are open. SplashZone may open this weekend, depending on the weather. There have been issues with ATV trespassing that the District is addressing with the Police Department. Treasurer Mathews noted that Dugdale is really coming together. Commissioner Johnson asked for a status about the Fishing Derby. Vice President Herrera Giron asked for an estimated completion date of Dugdale Park, which Mr. Bejster noted will be this fall.

D3. Community Relations: Ms. McDonald presented her report. She stated that the full application for the Gold Medal Award has been submitted. She thanked those that attended the Pour in the Parks fundraiser. Partners in Parks is open for registration. The pride parade will be on May 31st and Commissioners are invited to participate. President Bridges asked if the Commissioners will also be invited to participate in the Juneteenth parade. Ms. McDonald noted that they do plan to participate but are waiting for details about the event.

D4. Finance and Administration: Mr. Beckmann presented his report and offered to answer any questions. He noted that it is a new fiscal year for the District. Treasurer Mathews commended Mr. Beckmann and his team on all of the training they have completed.

A. Superintendent of Finance and Administration: Ms. Mendez stated that the Department is preparing for the Paycom case study. She is also preparing for the upcoming audit.

## VII. ELECTION & APPOINTMENT OF BOARD OFFICERS

President Mathews read a statement which is included in the minutes.

*Motion to seat Commissioner Herrera Giron at 4:36 pm by President Mathews, seconded by Commissioner Kilkelly.

On all ayes, the motion carried.

A. Motion to Approve Election & Appointment of Officers
- President
- Vice President
- Treasurer & Deputy Treasurer
- Secretary & Deputy Secretary

President Mathews asked Attorney Florip to conduct elections. The election of officers proceeded by way of nominations from the floor for each position.

President Mathews nominated Vice President Bridges for President, which was seconded by Treasurer

Johnson.

No other nominations were made at which time Attorney Florip declared the nominations closed.

On the roll call, the vote was as follows:

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

Motion carried.

Result: Vice President Bridges elected President.

President Bridges nominated Commissioner Herrera Giron for Vice President, which was seconded by Commissioner Mathews.

No other nominations were made at which time Attorney Florip declared the nominations closed.

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

Motion carried.

Result: Commissioner Herrera Giron elected Vice-President.

Commissioner Kilkelly nominated Commissioner Mathews for Treasurer, which was seconded by President Bridges.

No other nominations were made at which time Attorney Florip declared the nominations closed.

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

Motion carried.

Result: Commissioner Mathews elected Treasurer.

Commissioner Kilkelly nominated Jon Beckmann for Deputy Treasurer, which was seconded by Vice President Herrera Giron.

No other nominations were made at which time Attorney Florip declared the nominations closed.

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

Motion carried.

Result: Mr. Beckmann elected Deputy Treasurer.

Treasurer Mathews nominated Attorney Florip for Secretary, which was seconded by Vice President Herrera Giron.

No other nominations were made at which time Attorney Florip declared the nominations closed.

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

Motion carried.

Commissioner Johnson nominated Director Lerner for Deputy Secretary, which was seconded by President Bridges.

Motion carried.

Result: Attorney Florip elected Secretary and Mr. Lerner elected Deputy Secretary.

President Bridges thanked Treasurer Mathews for his leadership of the Park District as the Board President. He also thanked the Board for this opportunity.

B. Motion to Approve Reappointment of Staff Officers

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve the reappointment of Freedom of Information Act Officers: Jay Lerner, Sally Sandine and Jon Beckmann; Open Meetings Act Officers: Jay Lerner, Sally Sandine and Jon Beckmann; and ADA Coordinator; Quincy Bejster. There was no discussion on this matter. 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 Appointment of Officials

Local Election Official
IMRF Officer
PDRMA Representative
PDRMA Alternate Representative

Motion by Treasurer Mathews, seconded by Commissioner Johnson, to approve the appointment of Director Lerner as Local Election Official; Mr. Beckmann as IMRF Officer, and PDRMA Representative; and Tanya Brady as PDRMA Alternate Representative. There was no discussion on this matter. 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.

## VIII. RECESS (Newly Elected/Appointed Officers to Preside)

## IX. REVIEW, DISCUSS, DECIDE

A. Motion to Approve Advisory Committee
   a. Appointment/Chairperson/Foundation Liaison
      i. Recreation
      ii. Golf
      iii. Foundation Liaison

Motion by Commissioner Johnson, seconded by Treasurer Mathews, to approve the members who will serve on the Advisory Committees as presented, with Vice President Johnson being the Board Liaison for Golf Advisory, Commissioner Bridges and Commissioner Herrera Giron being the Board Liaison for Recreation, and Treasurer Mathews being the Board Liaison for Foundation.

There was no discussion on this matter.

On all ayes the motion carried.

A motion was made by Commissioner Johnson, seconded by Treasurer Mathews to establish a consent agenda under omnibus vote on items B – N.

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.

B. Motion to Approve Change Order #1 for Dugdale Park

Staff recommend the approval of the attached Change Order #1 to our agreement with Copenhaver Construction for the 2025 Dugdale Park Renovation. The work includes extending the concrete pads to accommodate two additional bleachers at the soccer field and having the contractor install the basketball standard.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve Motion to Approve Change Order #1 for Dugdale Park, 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 Purchase of Toro 4000D

Staff recommend acceptance of the purchase of a Toro Groundsmaster 4000-D and supporting equipment for $95,102.65 from Reinders through Sourcewell Cooperative Purchasing Alliance.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve purchase of Toro 4000D, 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 Purchase of Toro Greensmaster

Staff recommend acceptance of the purchase of a Toro Greensmaster Triflex Hybrid 3420 Diesel Mower and supporting Equipment for $76,185.10 from Reinders through Sourcewell Cooperative Purchasing Alliance.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve purchase of Toro Greensmaster, 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.

E. Motion to Approve Hinkston Trail Improvements

Staff recommend acceptance of the low bid of $34,350.00 from NP and Son Brick Paving Company for the 2025 Hinkston Park Pavement Improvements. 80% of this project is funded by an IDRN Trails Grant.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve Hinkston Trail improvements, 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.

F. Motion to Approve Purchase of Track Loader

Staff recommend acceptance of the quote of $29,000.00 from Russo Power Equipment for the Wacker Neuson Track Loader.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve purchase of track loader, 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

G. Motion to Approve Purchase of Dugdale Bleachers and Player Benches

Staff recommends this purchase from Beacon Athletics for the bleachers and player benches detailed in the attached proposal in the amount of $20,994.00. Beacon Athletics has been our supplier for all our recent purchases of these products and we would like to keep the style the same from park to park.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve purchase of Dugdale bleachers and player benches, 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

H. Motion to Approve Victory Park Healing Garden Irrigation Installation

Staff recommends acceptance of the low quote of $23,350.00 from Halloran and Yauch, Inc. for the 2025 Victory Park Healing Garden Irrigation.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve Victory Park healing garden irrigation installation, 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

I. Motion to Approve Purchase of Benches and Receptacles

Staff recommend the purchase from NuToys Leisure Products of $37,924.00 for the DuMor standard benches, donation benches, and trash receptacles for the 2025 Dugdale Park Renovation.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve purchase of benches and receptacles, 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

J. Motion to Approve Hinkston Park Improvements Bid

Staff recommend acceptance of the low base bid of $304,500.00 and the Alternate #1 bid of $84,000.00 for a total of $388,500.00 from LZ Design Build Group for the 2025 Hinkston Park Improvements. Legat Architects concurs with our recommendation.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve Hinkson Park improvements bid, 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

K. Motion to Approve Carnegie Mechanical Enclosure Quote

Staff recommend acceptance of the quote of $29,900.00 from C and I fence for the 2025 Carnegie Mechanical Enclosure.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve Carnegie mechanical enclosure quote, 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

L. Motion to Approve Purchase of SportsPark Champion Field Replacement

Staff recommend the approval of the attached proposal for $573,501.97 from FieldTurf USA, Inc. to replace the artificial turf system on the Champ Field at the Greg Petry Waukegan SportsPark.

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve purchase of SportsPark

Champion Field replacement, 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

M. Motion to Approve Waukegan Park District Strategic Plan

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve Waukegan Park District strategic plan, 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

N. Motion to Approve the following Resolutions (Mendez)
- Resolution 2025-06 Designating Depository
- Resolution 2025-07 Old National Bank Authorization
- Resolution 2025-08 Wintrust Bank Authorization
- Resolution 2025-09 Old National Bank Signature Authorization (WPD)
- Resolution 2025-10 Old National Bank Signature Authorization (Golf)
- Resolution 2025-11 Wintrust Bank Signature Authorization

Motion by Commissioner Johnson, seconded by Treasurer Mathews to approve Resolutions: 2025-06-2025-11 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

O. Review of Ordinance 25-03 – An Ordinance Adopting the Combined Annual Budget

and Appropriation of Funds for Fiscal Year Beginning May 1, 2025 and ending April 30, 2026

Mr. Beckmann noted that the publication has occurred. He provided an update of the ordinance.

P. Upcoming Meeting: Board of Commissioners Meeting, Tuesday June 10, 2025

## X. QUESTIONS/COMMENTS FROM COMMISSIONERS

Commissioner Johnson congratulated the outgoing Board and the newly elected Board. He noted that it is good to see new air in the Carnegie building. He is thankful to celebrate this with the District. He thanked the staff and Board members for all of the work that went into the Carnegie.

Commissioner Kilkelly noted that the District has done a lot since April with the volunteer recognition event and opening of the Carnegie. She noted that the District may want to look at the amenities offered at Pour in the Parks next year. She thanked everyone for their diligent work on the Carnegie.

Treasurer Mathews thanked staff for all of their work. He congratulated the Employee of the Month and Ms. Josziak on receiving her CPRP designation. He congratulated the Field House member of the month. He attended the volunteer patron event which was a huge success. He noted that the Eggstravaganza trail was a great event. He enjoyed the plant sale. He attended the legislative reception and thanked the legislators for taking the time to meet with the group. He attended the Chamber wake up breakfast and the Chicago building congress dinner which was a unique opportunity. He congratulated staff on the outstanding work done on Pour in the Parks and echoed Commissioner Kilkelly's comments about an increase in amenities for next year. He noted that the Carnegie opening has revitalized downtown Waukegan. He suggested that staff look at a Fourth of July parade finish line at the Carnegie.

Vice President Herrera Giron thanked the past board members and President Mathews for their excellent work. She noted that President Mathews was and continues to be at nearly every event and has become the face of the District. She stated that the District makes a difference in the community. She further noted that she is selective on how she spends her time and the District continuously is where she wants to be. The District is doing amazing things and what is done really matters to the families the District serves. The day the Carnegie Museum opened felt like a dream to her.

President Bridges thanked everyone for adjusting their schedules to meet on the third evening of the month. He thanked this community and is happy to have been reelected to another six years to serve on the Park District Board. He stated that he deeply appreciates the Waukegan Park District family of commissioners and staff.

## XII. ADJOURNMENT

There being no further business, Commissioner Johnson moved, seconded by Treasurer Mathews to adjourn the meeting at 5:25 p.m.

On all ayes, the motion carried.

Respectfully submitted,

Mandi Florip
Secretary