

**WAUCONDA PARK DISTRICT**  
**Board Meeting**  
**April 12, 2016 – 7:00 p.m.**  
**Community Center**

At 7:00 p.m., Commissioner Schlick called the meeting to order. Commissioners Berrelez, Geary, Kadlec and Leahy were present, along with Director Burton and Peggy Amundson.

Approval of Minutes

Approval of the Regular Session Minutes from March 29, 2016 was made by Commissioner Berrelez and seconded by Commissioner Geary. Roll Call: all aye.

Approval of the Executive Session Minutes from March 29, 2016 was made by Commissioner Leahy and seconded by Commissioner Berrelez. Roll Call: all aye.

Comments from Public

Mark Rooney, Rooney Engineering was in attendance to do a presentation on the renovation of the main parking lot to include ADA improvements at Cook Park.

Communications

Gerald Christensen – Director Burton included in board packets a chain of e-mails regarding handicap parking at the Marina from Mr. Christensen. Director Burton stated that the ADA code requires 1 handicap parking space for every 25 spaces. She informed the Board that the District has 15 vehicles spaces in the marina lot and 1 handicap parking space.

Approval of Bills

Approval of the disbursements from March 22, 2016 to April 12, 2016 in the amount of \$44,937.03 was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye. Commissioner Berrelez inquired about the two payment to the Illinois Department of Agriculture in the amount of \$20 each. Director Burton advised that this was for re-certification of two park employees who apply chemicals to the parks and fields for maintenance purposes. Commissioner Berrelez also inquired about the payment of \$93.50 to Active Net for a Microsoft Life Cam Cinema. She was informed this was for a camera to be placed in the Fitness Center to capture members pictures for their ID's. Commissioner Kadlec inquired about the \$650.10 payment to Direct Fitness Solutions for a belt and drive for a Precor Treadmill, and if this was a new purchase of a treadmill. Director Burton informed her that the belt and drive needed to be replaced on a treadmill. She stated that a new treadmill would cost approximately \$8,000 - 10,000 to replace. She stated that originally the cardio equipment was going to be replaced early in the new fiscal year but since 3 to 4 treadmills have had repair work, staff will wait until later in the year to replace cardio equipment. Regarding the payment to S & S Home Appliances in the amount of \$127, Commissioner Kadlec inquired how old the current washer is that Fitness First uses; Director Burton advised 3-4 years.

## Committee Reports

- A. Recreation – Written report submitted. Superintendent Staton was out ill and Director Burton reviewed his report with board members. Commissioner Kadlec inquired if the summer brochure was going out late and if we had received any calls regarding this. Director Burton advised that she believed the time frame for the summer brochure was the same as in the past; but could be a week off. Additionally, Director Burton advised that summer softball league registrations are also being taken at this time.
- B. Finance – No report.
- C. Maintenance – Written report submitted. Superintendent Drinkwine was also out ill. Director Burton reviewed his report with board members. Director Burton advised that the installation of the marina piers was delayed due to weather, but should be in for the opening on May 1. Commissioner Kadlec brought a couple of issues to Director Burton's attention; (1) she asked about the Lagoon garbage enclosure and stated she had noticed some rust on the building. Director Burton advised that the Lagoon garbage enclosure is scheduled to be re-built and the rust issue would be addressed after the tuck point work has been completed.
- D. Risk Management – No report.
- E. W-Fest – The next scheduled meeting will be May 12<sup>th</sup> at 6:30 p.m. Director Burton advised that this year's button design has been chosen and that Annie/Marketing Coordinator is currently working on it. Next item on agenda will be volunteers for Fest.
- F. Administration – Director Burton reviewed her report with board members.

## Business

- A. Community Center Parking Lot Project – Mark Rooney presented his company's renovation plan for Cook Park's main parking lot. He recommended that the handicapped parking be relocated to the north side of the building, since the lesser slope of that area would require minimum excavation and be more economical than other options. Director Burton stated that if possible, staff would like to include a curb around the new handicap lot. She informed the board that eventually staff would like to be able to curb the entire parking lot, which would eliminate the need for parking curbs. Commissioner Kadlec inquired about including that as part of the bid. Commissioner Kadlec inquired about paving the Garland Road parking lot. She asked if it was possible to clean up the lot and remove the grass that is in the center of the lot. Commissioners discussed briefly expanding the lot and what could be done to control cars from parking on the grass. Director Burton stated that she will speak to Superintendent Drinkwine about the matter.

- B. Countryside Landscaping Contract 2016 – A motion to approve the 2016 landscaping agreement with Countryside Industries in the amount of \$2,995 to provide maintenance services at Liberty Lakes from approximately April 18<sup>th</sup> through July 8<sup>th</sup> was made by Commissioner Kadlec and seconded by Commissioner Berrelez. Roll Call: all aye.
- C. Maintenance Yard Expansion Plan – By Board consensus staff was directed to move forward with the proposed plan of expanding the maintenance yard with additional fencing for an approximate cost of \$2,000. Commissioner Kadlec asked for clarification on the cost of this project. Director Burton advised that the \$2,000 was for fencing only and the cost of the shed had already been budgeted for under capital improvements. Commissioners requested that Director Burton follow up with a more detail cost of the project.

#### Unfinished Business

- A. Affiliate Fee Structure - A motion to approve the recommended fee structure outlined in Superintendent Staton’s report was made by Commissioner Berrelez and seconded by Commissioner Leahy. Roll Call: all aye. Commissioner Kadlec wanted to thank Superintendent Staton and staff for investigating the affiliate fees and coming back to the Board with this information.

#### Commissioners Comment

Commissioner Berrelez stated that she was in agreement with Commissioner Kadlec regarding Superintendent Staton’s report on affiliate fees. Additionally, she thanked Superintendent Drinkwine on having a very detailed report and his efficiency on getting a lot of work completed.

#### Executive Session

At 8:18 p.m., a motion to go into executive session for the purpose of acquisition or lease of real property, the employment, dismissal, performance of employees, and litigation affecting or on behalf of the District pending, probable or imminent was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.

At 8:32 p.m., a motion to come out of executive session and return to the regular board meeting was made by Commissioner Leahy and seconded by Commissioner Berrelez. Roll Call: all aye.

#### Issues to be voted on by Board that were discussed in executive session.

None

#### Adjournment

At 8:34 p.m., Commissioner Geary motioned to adjourn, seconded by Commissioner Berrelez. Roll Call: all aye.