

WAUCONDA PARK DISTRICT
Board Meeting
April 25, 2017 – 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, Superintendent Staton, Supervisor Ftacek and Peggy Amundson.

Approval of Minutes

Approval of the Regular Session Minutes from April 11, 2017 was motioned by Commissioner Leahy and seconded by Commissioner Geary. Roll Call: all aye.

Comments from Public

Laura Schultz was in attendance to observe meeting.

Communications

None

Approval of Bills

Approval of the disbursements from April 12, 2017 to April 25, 2017 in the amount of \$73,783.70 was motioned by Commissioner Geary and seconded by Commissioner Leahy. Roll Call: all aye. Commissioner Kadlec inquired what the payment of \$1,282.63 to Ancel and Glink was for. Director Burton advised that the majority of work was for Phil's Beach matters. Commissioner Kadlec inquired about the payment of \$3,839.22 to Hitchcock Design, Inc. Director Burton informed her it was for work down based on the contract towards the contract that the District has with Hitchcock Design for Phil's Beach master plan project. Commissioner Schlick asked about the payment of \$20,110 to Russo Power Equipment and if we had received the mowers yet. Director Burton advised that both mowers were received early last week and staff has already put them into use.

Committee Reports

- A. Recreation – No written report. Superintendent Staton informed board members that spring softball and baseball would be starting next week and that ICE had already played a couple of games. He stated that the fields are all in good shape for the season. The new summer brochure was in the process of being delivered by the USPS. He also informed board members that the new marketing Apple computer was having problems and Apple replaced it. Commissioner Kadlec stated that the brochure looks great and Commissioner Leahy agreed.
- B. Finance – Written report submitted. Director Burton reviewed her report with board members and added that Business Manager Malloy has also been working on the Budget & Appropriation ordinance and the new Time Pro system. She added that this is

a very busy time of year for Business Manager Malloy due to the large number of seasonal employees that will need to be added to this system. She also added that Lisa Albano is working out very well in the accounting clerk position.

- C. Maintenance – No report. Director Burton advised that staff is currently working on the mowing of parks and installing temporary outfield fencing at Fieldbrook Park. She stated that they will be hiring (5) seasonals this summer to start work by the end of May. In addition, Countryside Landscaping has been hired to do the mowing of the walking path in Liberty Lakes through the week of July 7th.
- D. Risk Management – Written report submitted. Supervisor Ftacek reviewed his report with board members. He added that he is currently working on assigning room locations for classes listed in the new summer brochure. Board members also discussed with Supervisor Ftacek the process of document destruction.
- E. W-Fest – Under Administrative report.
- F. Administration – Director Burton reviewed her report with board members.

Business

- A. Budget & Appropriation Presentation – By Board consensus, staff was directed to move forward with this process for this ordinance including publishing the public hearing notice in the local newspaper.
- B. Fund Transfer Ordinance #2017-02 - Director Burton asked to table this item until the next meeting.
- C. ISBC Copier Lease – A motion to enter into a 3-year lease, effective April 25, 2017 through April 25, 2020 with Image Systems & Business Solutions for a Savin C4504 copier with leasing through DeLage Laden Financial Services, Inc. was made by Commissioner Leahy and seconded by Commissioner Berrelez. Roll Call: all aye.
- D. Healthy Vending – By Board consensus, staff was allowed to move forward with this vendor to provide healthy snack choices for participants. Commissioner Kadlec did ask if there was a contracted timeframe. Supervisor Ftacek advised that they offer a free 60 day trial and that either party can cancel with a 14 day written notice.

Unfinished Business

- A. Parking Lot Lighting – No update.
- B. Phil's Beach Project – This was under the administrative report. There was discussion regarding the recent decision made by the IHPA regarding the site. Commissioner Schlick advised that staff prepare alternative plans for the possible outcome of this decision. After discussion, Plan A was to submit more detailed photos of the structures

on the site, along with the report from the architect. If necessary, Plan B would be to prepare for an appeal of the decision by reaching out to the District legislative representatives.

Commissioners Comment

Commissioner Schlick reminded board members that elections for board positions would be held at the next meeting.

Executive Session

None

Adjournment

At 8:10 p.m., Commissioner Leahy motioned to adjourn, seconded by Commissioner Berrelez. Roll Call: all aye.

