

**WAUCONDA PARK DISTRICT**  
**Board Meeting**  
**August 14, 2018 – 7:00 p.m.**  
**Community Center**

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

Approval of Minutes

Approval of the Regular Session Minutes from July 17, 2018 was motioned by Commissioner Leahy and seconded by Commissioner Geary. Roll Call: all aye.

Comments from Public

None

Communications

Village of Wauconda – A thank you letter was received from Mayor Knight for the Wauconda Park District's contribution to the Annual Fireworks Fund and support of this year's event. Commissioner Kadlec asked about the year 2019 noted in the letter and asked if he had meant 2018. Director Burton advised that it was for 2018 event.

Approval of Bills

Approval of the disbursements from July 18, 2018 to July 24, 2018 in the amount of \$62,245.09 was motioned by Commissioner Berrelez and seconded by Commissioner Leahy. Roll Call: all aye.

Approval of the disbursements from July 25, 2018 to August 14, 2018 in the amount of \$106,077.78 was motioned by Commissioner Berrelez and seconded by Commissioner Bader. Roll: all aye. Commissioner Kadlec inquired about the purchase of 2 tires in the amount of \$192 and which vehicle they were for and also what had been purchased from Victor Ford for the 2003 Explorer. Director Burton advised that the tires were for the John Deere tractor and the purchase from Victor Ford was for parts.

Committee Reports

- A. Recreation – Written report submitted. Superintendent Staton reviewed his report with board members. Commissioner Kadlec asked how often the Health Department checks the beach. Superintendent Staton advised that they test twice a month and then test it every day if there is a high bacteria level until the test comes back at a safe level. Commissioner Kadlec asked if we ever used an outside lab and how much it cost. She was told that we have used an outside lab prior to the annual triathlon, and that it runs around \$50 - \$60 per test. Regarding the marketing position, Commissioner Kadlec asked how many applications had been received and how many interviews had been done. Superintendent Staton stated that they had received approximately 35

applications, scaled down to 10. Out of the remaining 10, only three came in for interviews. He advised that a decision regarding the position would be made next week. Under Upcoming Events, Superintendent Staton added that the Movie in the Park would be held August 25<sup>th</sup> and they would be showing the Black Panther movie. Commissioner Leahy asked if we had purchased a screen. Superintendent Staton advised no, that it was a rental, but that staff was looking at purchasing and sharing the cost and screen with another park district down the road.

- B. Finance – No report. A copy of the June budget report was included in board packets for review.
- C. Maintenance – No report. Director Burton informed board members that Superintendent Drinkwine was out sick. She stated that seasonal employees were beginning to return to school. She also advised that staff had dismantled the ½ pipe from the skate park today, as it was beyond repair. Director Burton stated that staff will begin reviewing options available in regards to new equipment. In addition, they also just recently repaired the bocce ball pit in back of the building. Commissioner Kadlec requested that staff look into removing the two dead trees on Garland Road. Director Burton stated she would inform Superintendent Drinkwine.
- D. Risk Management – No report.
- E. W-Fest – Director Burton advised the re-cap meeting will be held in September. There will be a re-cap report available at that time and a review of suggestions submitted by committee members.
- F. Administration – Director Burton reviewed her report with board members. Included in report was a copy of the letter to Dan & Lisa Quick for their \$1,000 donation to the Wauconda Parks Foundation. Commissioner Kadlec asked if the Foundation had a number assigned for tax purposes to confirm when someone makes a donation. Director Burton stated she would need to check the documentation to see if there is an actual number assigned the Foundation. Director Burton advised that there was a correction in her report, the total number of lunches served during the Summer Lunch Program held at Osage Park; there were 2,000 lunches, not 4,000 total lunches, approximately 40 per day. She stated that the United Partnership will be looking to expand the summer lunch program next year possibly to Cook Park.

### Business

- A. Brown & Root Proposal Paving Projects – A motion to approve the proposal from Brown & Root in the amount of \$32,929.96 to perform asphalt repairs and path work at four selected areas within the District was made by Commissioner Leahy and seconded by Commissioner Berrelez. Roll Call: all aye.

- B. Lease Agreements – Sweep & Skulls/Bulldog Youth Sports – A motion to approve the license agreement for the period starting September 4, 2018 through November 2, 2018 with Sweeps & Skulls was motioned by Commissioner Berrelez and seconded by Commissioner Geary. Roll Call: all aye.

A motion to approve the license agreement for the period starting August 27, 2018 through December 1, 2018 with Bulldog Youth Sports was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye. Board members discussed with staff dates of this contract and chose to end the contract in December, 2018 and requested staff to review and make a fee recommendation to the Board in October for the 2019 year.

- C. Activity Bus – A motion to approve the purchase of a new activity bus from Southern Bus & Mobility, under the State of Illinois Purchase Contract# PSD4018315, option #1 as presented by staff, not to exceed \$50,000 was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye. Commissioner Kadlec inquired if the bus had a wheelchair ramp/lift. Director Burton advised no, that this would eliminate 2 seats. If staff needed this option they would borrow a bus from NISRA. Director Burton also advised that staff would be looking at the option of auctioning off the old activity bus.
- D. OSLAD Grant – It was approved by Board consensus for Director Burton to apply for this grant, with assistance of Hitchcock Design to possibly procure more funding for the Phil’s Beach project. Director Burton informed board members that the OSLAD grant was a matching grant with the maximum amount of \$400,000. She stated the grant deadline date is October 1, 2018 and the IDNR review process could be 6 months, which definitely would push back the opening date to the 2020 season. Board members agreed it was worth the wait if there was a possibility of receiving additional grant monies
- E. Phil’s Beach Project Status – Under Administrative Report. Director Burton provided handouts of benches & tables for board members to choose for the beach. Board members asked for the items to have a nostalgic look and wanted square tables. Director Burton also presented a picture of the picnic shelter that would be installed at the beach; 24’ octagon, open at the top with green shingles, installed on a flat slab. Commissioner Kadlec stated that the original roof design would encourage birds to nest in the top. Director Burton stated she believed that was an option around the roof which would not have to be installed.

#### Unfinished Business

Sponsorship Plan – No update.

### Commissioners Comment

Commissioner Berrelez asked if Director Burton had heard anything more regarding the bench for Lauren Miller; Director Burton advised that she needed to make contact with the party interested in doing the project. Commissioner Berrelez asked who was updating the Facebook page for the Phil's Beach. Superintendent Staton stated this responsibility is currently his, but that he has not had a chance to do any updating.

### Executive Session

At 8:47 p.m., a motion to go into Executive Session for the purpose of discussing Litigation, pending or imminent 5 ILCS 120/2 (c)(11), Personnel, the appointment, compensation, discipline, performance or dismissal of specific employees 5 ILCS 12/2 (c)(11), Real Estate, the purchase or lease (Buy) 5 ILCS 120/2 (c)(5) or Setting Price for Sale/Lease 5 ILCS 120/2 (c)(6), was made by Commissioner Geary and seconded by Commissioner Bader. Roll Call: all aye.

At 8:54 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 8:55 p.m., Commissioner Geary motioned to adjourn, seconded by Commissioner Bader. Roll Call: all aye.