

WAUCONDA PARK DISTRICT
Board Meeting
December 11, 2018 – 7:00 p.m.
Community Center

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

Approval of Minutes

Approval of the Regular Session Minutes from November 27, 2018 was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.

Comments from Public

Glenn Starkey was present.

Communications

None

Approval of Bills

Approval of the disbursements from November 28, 2018 to December 11, 2018 in the amount of \$113,034.54 was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye. Commissioner Kadlec inquired about the purchases of china lights and mace from Ace Hardware. Director Burton advised that she would need to check into this and advise.

Committee Reports

- A. Recreation – Written report submitted. Superintendent Staton reviewed his report with board members.
- B. Finance – No report. The October budget report was included in packet for review. Director Burton informed board members that staff has started the budget process for the upcoming 2019/2020 fiscal year. Business Manager Malloy also informed board members that the Park District is receiving cash incentives from the use of the new credit card that staff uses. She advised that so far, \$2,500 has been received and put into a miscellaneous fund under Recreation. Commissioner Kadlec inquired if staff was using the credit card more now in order to receive the incentive. Director Burton stated that the procedure is still to be invoiced, however there are times when deposits for trips need to be made and staff is ordering more supplies through Amazon which required use of a credit card.
- C. Maintenance – Written report submitted. Director Burton advised that Superintendent

Drinkwine is currently out sick. Director Burton stated that most of the park staff is taking vacation time during the holidays. She advised that the Fieldbrook ice rink has been installed with snow fencing around it to keep kids out until it is ready. Commissioner Kadlec suggested that Director Burton contact the HOA asking for help spreading the word that the snow fencing would be removed once the rink is ready for use. Director Burton also informed board members that she had spoken to Superintendent Drinkwine about salting the walking paths at Cook and Fieldbrook parks. A salt spreader was purchased recently that would fit the width of the paths. Park staff will begin salting these areas once the lots and sidewalks are plowed. Director Burton thanked Commissioner Kadlec for the suggestion.

- D. Risk Management – Written report. Director Burton reviewed the submitted report with board members. She stated that Mark Ftacek, Administrative Support Supervisor was scheduled to be at the meeting but was currently teaching a basketball class. Also included in board packets for review was a letter and the 2018 loss control review results from PDRMA.
- E. W-Fest – Director Burton advised that the next meeting will be scheduled in January, after the holidays. She is also waiting for responses from some of the entertainment.
- F. Administration – Director Burton reviewed her report with board members.

Business

- A. Property Tax Levy Ordinance 2018-08 – A motion to approve the Property Tax Levy Ordinance 2018-08 for the levy and assessment of taxes for the fiscal year beginning May, 2019 and ending April 30, 2020 totaling \$1,583,3429 was made by Commissioner Berrelez and seconded by Commissioner Geary. Roll Call: all aye.
- B. Utility Easement Resolution 2018-09 - A motion to approve the Utility Easement Resolution granting utility easements to CLCJAWA for the placement, construction, operation and maintenance of water utility facilities on Park District properties commonly known as Fieldbrook Park was made by Commissioner Bader and seconded by Commissioner Geary. Roll Call: all aye.
- C. Transfer of Property to the Village of Wauconda Resolution 2018-10 – A motion to approve the Village of Wauconda Resolution 2018-10 authorizing the transfer of property from the Wauconda Park District to the Village of Wauconda to include: Outlots W and DD, in Liberty Lakes Unit 2A, a subdivision of part of Section 12, Township 44 North, Range 9, East of the Third Principal Meridian according to the Plat thereof, recorded October 22, 2003, as Document 5410214, in Lake County, Illinois. P.I.N.s: 09-12-407-010; 10/07/305-002; 09-12-406-025 was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.

Unfinished Business

- A. Sponsorship Plan – Director Burton informed the Board that JoAnn Freeman, Marketing Coordinator was currently working on developing a new format since it was not possible to edit the original document.

Commissioners Comment

None

Executive Session

None

Adjournment

At 7:39 p.m., Commissioner Geary motioned to adjourn, seconded by Commissioner Berrelez. Roll Call: all aye.