

WAUCONDA PARK DISTRICT
Board Meeting
July 17, 2018 – 7:00 p.m.
Community Center

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

Approval of Minutes

Approval of the Regular Session Minutes from June 12, 2018 was motioned by Commissioner Leahy and seconded by Commissioner Berrelez. Roll Call: Commissioners Kadlec, Berrelez and Leahy voted aye. Commissioner Geary abstained.

Approval of Public Hearing Minutes from June 12, 2018 was motioned by Commissioner Berrelez and seconded by Commissioner Leahy. Commissioners Berrelez, Leahy and Kadlec voted aye. Commissioner Geary abstained.

Comments from Public

Erik Costello, an Eagle Scout with a Boy Scout troop from Crystal Lake presented his project of building weatherproof book exchange boxes that could be installed at a few of the Wauconda Park District parks. He presented a photo of the type of box he wanted to build, which would have a roof and a spring loaded door that would automatically close after someone either “took a book or left a book”. He advised that this would probably be the signage on the boxes. Erik will be working closely with Superintendent Drinkwine on the design of the boxes. Erik stated that he and Director Burton have already spoken in regard to what park sites the boxes will be installed at, Osage Park, Fishhook Park and Fieldbrook Park. Commissioner Kadlec stated that she thought Cook Park would be a good location due to the fact that there are many people using the walking path. Director Burton stated that was not one of the locations they had selected due to the fact that the library was so close in proximity. However, she stated that they would review the locations before final placement. There were concerns from the board members regarding monitoring of the types of books left in the boxes. There was discussion of having local residents that live near the boxes, Friends of the Library members or the Library employees who pick up the books from the Library’s drop boxes helping out with this. Erik, stated that he would follow up with the Library to see if they are able to oversee the boxes. They also wanted to know how many books the boxes would hold. Erik advised probably 40-50 children books or 30 adult books, since they are normally thicker. Erik also advised that most of the books would come through donations and that he could work with the Library for donations, too.

Communications

Mary Foersterling – A thank you card was received for the going away gift the Board sent her on her retirement from the Park District.

Approval of Bills

Approval of the disbursements from June 13, 2018 to June 26, 2018 in the amount of \$70,423.95 was motioned by Commissioner Leahy and seconded by Commissioner Berrelez.

Roll Call: all aye.

Approval of the disbursements from June 27, 2018 to July 17, 2018 in the amount of \$246,089-52 was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll: all aye.

Committee Reports

- A. Recreation – No report. Superintendent Staton reminded board members that the annual triathlons; children on Saturday and adult on Sunday would be this weekend. He informed board members that the fees had been increased and that currently 447 adults and 49 kids were registered. He also advised that the brochure will be going to the printer on Friday, July 20th. He advised that Christine Rahjdt, who does the Lake in the Hills Park District brochure, assisted with putting the brochure together and was able to complete it early. He advised that due to two prior scheduled vacations and one last minute of the preschool teachers, that he had to cover Pee Wee Camp last week. He also advised that he had assistance from two Wauconda High School FBLA students on updating the new website, but was just recently notified that there was still some information missing. He advised that he will work on this after the triathlons and that the new website should be up in August.
- B. Finance – Written report. Business Manager Malloy reviewed her report with board members. Included in packet was the April and year-end budget reports.
- C. Maintenance – Written report submitted. Superintendent Drinkwine informed board members that staff has been trying to catch up after the Fest and Firework events. Now they are getting ready for this weekend's triathlons. Commissioner Kadlec stated that the maintenance staff did a great job for both the Fest and Firework events and also wanted this passed on to all staff and how much the Board appreciated everyone's hard work to make the events successful.
- D. Risk Management – Written report submitted. Supervisor Ftacek reviewed his report with board members. He also informed board members as the triathlon volunteer coordinator that he is still looking for additional volunteers for the events.
- E. W-Fest – Under Administrative Report. Director Burton advised the re-cap meeting will be held early September. She reviewed the preliminary revenue figures with the Board, she stated that this did not include any sponsorship or food vendor fees. A final income/expense report should be available by September.
- F. Administration – Director Burton reviewed her report with board members.

Business

- A. Paving Projects 2018 – Director Burton and Superintendent Drinkwine reviewed paving projects with the board members. Staff stated that they have been working with Greg Frer, Brown & Root which was the company that the District used when repaving the Sedgebrook tennis courts. The consensus of the Board was to complete four projects this fiscal year, Cook Lot Main Extensions, Liberty Lakes walking path, Boardwalk extension and Dumpster pad. Director Burton stated cost estimates for those projects was \$32,950.
- B. Phil’s Beach Project Status – Director Burton updated board members on current status of this project. She stated that staff was still awaiting a response from State Historic Preservation Office in regard to the building structures. Board members were informed that the State of Illinois will be offering the OSLAD grant this year. Grant applications are due by October 1st. Staff will be reviewing with Hitchcock Design the possibility of submitting a grant proposal. Director Burton handed out 4 different fence designs for the fence that will be installed at Phil’s Beach. The board members stated by consensus the fence which was more ornamental is what they preferred.
- C. Splash Pad Designs – Director Burton reviewed design plans from two different vendors. The board members chose Water Play’s as the vendor to use with their option #2 design. Director Burton advised that design does not include the cost of color concrete or pour in place surfacing. She stated that they could have that as an alternative option in the bid. Board members also asked if they could change out two of the items and get the frog spray and buoy ring. Director Burton stated staff would look into that possible change.

Unfinished Business

Sponsorship Plan – No update.

Commissioners Comment

Commissioner Berrelez stated that Skulls and Sweeps Rowing Club requested to speak at one of the September board meetings.

Commissioner Kadlec stated that the Women’s Golf Outing was only 8 weeks away, scheduled for Friday, September 21st. It was decided to set up a meeting for July 31st at 4:30 pm.

Executive Session

None

Adjournment

At 8:43 p.m., Commissioner Geary motioned to adjourn, seconded by Commissioner Leahy. Roll Call: all aye.