

**WAUCONDA PARK DISTRICT**  
**Board Meeting**  
**May 8, 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 April 24, 2018 was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.

Comments from Public

None

Communications

- A. A thank you card from Peggy Amundson for the plant received for the passing of her mother was received.
  
- B. An invitation to the annual Chamber of Commerce Golf Outing to be held June 1, 2018, was received. Director Burton informed board members to let her know if they are interested in attending.

Approval of Bills

Approval of the disbursements from April 11, 2018 to May 8, 2018 in the amount of \$42,073.81 was motioned by Commissioner Leahy and seconded by Commissioner Geary. Roll Call: all aye. Commissioner Bader asked about the payment for Clarke Aquatic Services for \$1,826. Director Burton informed him that was for the treatment of invasive weeds at Cook Park shoreline, beach and marina areas. She also stated that the Village was also offering a 50% rebate back to land owners who participated in the program.

Committee Reports

- A. Recreation – Written report submitted. Superintendent Staton reviewed his report with board members. Superintendent Staton informed board members that this year's summer camp numbers are now at 245 children, compared to 145 in 2017. Commissioner Kadlec asked if we had enough counselors hired for this many children; he advised yes. Superintendent Staton also informed board members that Supervisor Mary Foersterling had given her resignation on May 4<sup>th</sup>, with her last day on May 23<sup>rd</sup>. Both Superintendent Staton and Director Burton said it would be a great loss, that Mary has done an outstanding job with all the programs she was in charge of. Commissioner Kadlec asked if we currently had any employees that may qualify for the position. Staff advised that they were anticipating on posting the vacancy. Included in packet were

two thank you cards; (1) from the Wauconda High School Special Olympics and (2) from the Sweeps and Sculls for Wauconda Park District's support of their organizations.

- B. Finance – No report. The March budget report was included in the board packet for review.
- C. Maintenance – Written report submitted. Director Burton reviewed the report with board members. Director Burton also advised that the new hire and two seasonal employees will be starting on Monday May 14<sup>th</sup>.
- D. Risk Management – No report. Director Burton informed board members that Supervisor Ftacek will be very busy in the next few weeks with staff training and getting all their paperwork entered for payroll.
- E. W-Fest – Under Administrative Report. Director Burton advised the next meeting will be held on Tuesday, June 5<sup>th</sup>.
- F. Administration – Director Burton reviewed her report with board members. Director Burton informed board members that due to the low RSVP numbers for the staff appreciation party, it would be re-scheduled for the fall. Included in packet was a copy of the Village of Wauconda's Economic Development Committee Meeting agenda. The Phil's Beach project was on the agenda and Director Burton, along with board commissioners Kadlec and Berrelez attended. Director Burton advised that the committee did approve the Planning Commission/ZBA recommendation.

### Business

- A. Garbage Proposal Recommendation – A motion to approve the 2-year contract with Prairieland for the amount of \$11,900 was made by Commissioner Geary and seconded by Commissioner Berrelez. Director Burton added that, Prairieland will donate two free dumpsters to be used at W-Fest.
- B. Sponsorship Plan – The brochure was reviewed by board members, who made suggestions for the brochure. Commissioner Kadlec asked why Marketing Coordinator Lori Magee was not at the meeting since she was unable to attend the last one. Superintendent Staton apologized; he did not realize that her presence was required. Director Burton stated that staff will bring a final draft to the Board at the next meeting.
- C. Hitchcock Design Proposal Design/Construction Services – Director Burton asked that this be tabled at this time.
- D. Phil's Beach Construction Management Delivery Method – Director Burton reviewed the pros and cons of using a general contractor versus a construction manager. The Board consensus was to review the method of construction management for the project. Director Burton stated that she had spoken to a firm that the Wauconda Library has

used for all their capital improvements and was also recommended by Hitchcock Design. She informed the Board that staff will review the construction management process further including costs to see if it was possible to use this method for the project.

E. Board Elections –

1. Secretary – Commissioner Geary nominated Director Burton for the Board Secretary position and Commissioner Bader seconded. No other nominations were made. Vote carried 5-0, to make Director Burton Board Secretary.
2. Treasurer – Commissioner Geary nominated Commissioner Berrelez for the Board Treasurer position and Commissioner Kadlec seconded. No other nominations were made. Vote carried 5-0, to make Commissioner Berrelez Board Treasurer.
3. Vice-President – Commissioner Kadlec nominated Commissioner Geary for the Board Vice-President position and Commissioner Bader seconded. No other nominations were made. Vote carried 5-0, to make Commissioner Geary Board Vice-President.
4. President – Commissioner Berrelez nominated Commissioner Kadlec for the Board President position and Commissioner Geary seconded. No other nominations were made. Vote carried 5-0, to make Commissioner Kadlec Board President.

Unfinished Business

None

Commissioners Comment

Commissioner Geary stated that she would not be attending the June 12, 2018 Board meeting.

Executive Session

None

Adjournment

At 8:32 p.m., Commissioner Leahy motioned to adjourn, seconded by Commissioner Berrelez. Roll Call: all aye.