

WAUCONDA PARK DISTRICT
Board Meeting
February 26, 2019 – 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, Superintendents Drinkwine and Staton, Business Manager Malloy, Supervisor Ftacek and Peggy Amundson.

Approval of Minutes

Approval of the Regular Session Minutes from February 12, 2019 was motioned by Commissioner Geary and seconded by Commissioner Bader. Commissioner Berrelez stated that the minutes did not include her comments relating to posting Mary Foesterling's position on the Applitrack site the School District uses to find teachers. Roll Call: all aye.

Approval of the Executive Session Minutes from February 12, 2019 was motioned by Commissioner Berrelez and seconded by Commissioner Geary. Roll Call: all aye.

Comments from Public

None

Communications

NISRA – An invitation to the 25th Annual Recognition Night being held Tuesday, March 19th from 6:30 – 9 p.m. was received. Director Burton advised that she would be attending and for board members RSVP to her if they wish to attend.

Approval of Bills

Approval of the disbursements from February 13, 2019 to February 26, 2019 in the amount of \$31,339.23 was motioned by Commissioner Geary and seconded by Commissioner Leahy. Roll Call: all aye. Commissioner Kadlec inquired if the payment to Hitchcock Design for the review of plan documents for the OSLAD grant was quoted a different price. Director Burton advised no, that it was the same.

Committee Reports

- A. Recreation – No report. Superintendent Staton informed board members that he, Marketing Coordinator Freeman and Supervisor Ftacek attended this year's Business Expo held at the High School this past Saturday. Supervisor Ftacek participated in the Kid Zone area demonstrating the new blaster guns that were purchased to be used for the Park District's themed birthday parties. He advised that he and Marketing Coordinator Freeman have been working on partnering with Main Street businesses regarding holding events at their locations, i.e. an art class at Honey Hill, cookie class at Whisk and a class on meals for college kids at Middleton's have been planned.

- B. Finance – Written report submitted. Business Manager Malloy reviewed her report with board members. The December budget report was also included in board packet for review.
- C. Maintenance – No report. Superintendent Drinkwine informed board members that staff has been kept busy dealing with the snow. He also informed board members that he was working with Superior Fencing on a quote for Phil’s beach and that he priced out replacement timber to rebuild the deck of the J-slide costing approximately \$3,000. Commissioner Kadlec asked how many maintenance trucks did not have the Park District logo. Superintendent Drinkwine advised that only 1 truck had the logo. He advised that the old logos had become worn and were removed from the trucks.
- D. Risk Management – Written report submitted. Supervisor Ftacek reviewed his report with board members. Also included in board packet was a copy of the latest Park District Newsletter. Commissioner Kadlec asked if the newsletter could be emailed to the board members.
- E. W-Fest – Director Burton advised that the next meeting will be April 4th. Director Burton informed board members that the buttons and banners had been ordered and that she had already received the buttons if anyone was interested in seeing them. She also advised that she had spoken to DJ Wayne Ewing regarding having the karaoke event on Sunday afternoon.
- F. Administration – Director Burton reviewed her report with board members.

Business

- A. Phil’s Beach Bid Award - A motion to award the Phil’s Beach Project bid to Stuckey Construction to include the Base Bid Phase, Alternate bid #1, #3, #4a for the amount of \$2,136,000 was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.
- B. Program Guide Bid Award - A motion to award the bid to Woodward Printing to print the Park District’s seasonal brochures in the amount, not to exceed \$28,888 was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye
- C. Personnel Manual Review Sections 6, 7 & 8 – The referenced sections were reviewed by staff and board members. After review, it was determined to table Section 6.16 – Telephone Usage to allow staff to update and clarify.
- D. Phil’s Beach Drainage Easement/Village of Wauconda – A motion to approve the Drainage Easement Agreement with the Village of Wauconda contingent on whether the spillway structure is included in the easement was made by Commissioner Geary and seconded by Commissioner Leahy. Roll Call: all aye. Director Burton is to check into the spillway matter and will update board members.

- E. Employment Contract/Burton – A motion to approve the employment contract of Director Burton effective February 26, 2019 to March 21, 2022, was made by Commissioner Bader and seconded by Commissioner Geary. Roll Call: all aye

Unfinished Business

- A. Sponsorship Plan – No update.

Commissioners Comment

Commissioner Kadlec asked if a date for this year’s Women’s Golf Outing had been selected. Director Burton advised that she needs to confirm the date and will keep board members updated.

Executive Session

None

Adjournment

At 8:46 p.m., Commissioner Berrelez motioned to adjourn, seconded by Commissioner Leahy. Roll Call: all aye.