

**WAUCONDA PARK DISTRICT**  
**Board Meeting**  
**November 13, 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, Superintendent Staton and Peggy Amundson. Commissioner Bader was not present due to a work commitment.

Approval of Minutes

Approval of the Regular Session Minutes from October 23, 2018 was motioned by Commissioner Berrelez and seconded by Commissioner Leahy. Roll Call: Commissioners Kadlec, Berrelez and Leahy voted aye. Commissioner Geary abstained.

Comments from Public

None

Communications

None

Approval of Bills

Approval of the disbursements from October 24, 2018 to November 13, 2018 in the amount of \$125,228.17 was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.

Committee Reports

- A. Recreation – Written report. Superintendent Staton reviewed his report with board members. Superintendent Staton re-capped what the new marketing coordinator has accomplished and is currently working on. Commissioner Leahy asked if other community or HOA websites outside the Park District were monitored for comments; Superintendent Staton advised that staff did not. Superintendent Staton also reviewed the Park District’s participation in this year’s Small Business Saturday event. He advised that since the office is only open for three hours on Saturday, that the two offerings for fitness passes would be extended through December 1<sup>st</sup>. There was discussion regarding this being offered to “new” members only. It was decided that a campaign would also be done for any fitness member who purchases an annual membership in December; they would get an extra month free with the purchase.
- B. Finance – No report. Director Burton informed board members that the annual audit would be available for review at the next meeting.
- C. Maintenance – Written report submitted. Director Burton advised that Superintendent Drinkwine was on vacation and reviewed his report with board members. Director

Burton also informed board members that the Cook Park softball parking lot will be closed off to hold PDRMA's snowplowing training on November 14. Director Burton advised that Superintendent Drinkwine is also researching costs to replace all the field lights with LED lights. She advised that this would be one of the items listed under Capital Improvements. When asked approximately how much it would cost; she stated probably \$25,000 per field but staff was looking to get cost estimates for budgetary purposes. She also stated that if the project was done, it would need to be one field at a time.

- D. Risk Management – No report.
- E. W-Fest – The next meeting is scheduled for November 14 at 6:30 p.m. and entertainment will be on the agenda.
- F. Administration – Director Burton reviewed her report with board members. Director Burton informed board members that this past election event, the Wauconda Park District in addition to being a voting site, was also the collection point for 12 other voting sites. Commissioner Kadlec asked if that would continue for future elections. Director Burton advised that she would not know until she receives the next agreement from the County. Commissioner Kadlec also asked if the County pays rental fees to the District for the space. Director Burton stated they do not. Included in the report were a couple of photos of the Cook Park boardwalk fire damage that occurred on November 8<sup>th</sup>.

### Business

- A. 2019 Board Meeting Calendar – A motion to accept the 2019 board meeting dates as submitted was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.
- B. 2019 Estimated Tax Levy Presentation – Director Burton presented the estimated Tax Levy Ordinance #2018-09. She stated the total property tax to be levied for the 2019 year will be \$1,583,429, this represents a 4.88% increase over the previous year. Director Burton stated that a Truth in Taxation would not be required since the Board is estimated levy is below a 5% increase. By Board consensus, staff was directed to move forward with the process with final approval to be made at the December 11<sup>th</sup> board meeting.
- C. Affiliate Group Usage Fees – A motion to accept the recommended fees, to become effective January 1, 2019 was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye. There was discussion prior to the vote to increase the recommended light usage fee from \$33 up to \$40. There was also discussion in regards to an independent group needing lights. Commissioner Kadlec asked if staff would need to be present and be paid to operate the lights. Superintendent Staton replied that yes staff would either be present or a key would be

given to the group to turn on and off the lights. He advised that this has only happened once. Otherwise, Northern Ice is the only group that normally uses lights for their practices and tournaments.

#### Unfinished Business

A. Sponsorship Plan – No update.

#### Commissioners Comment

A. Commissioner Kadlec wanted to bring to staff's attention that a couple of gentlemen have been flying a drone on Park District property along Garland Road and asked if this was allowable. Director Burton advised that some laws have changed and that she will need to check into this. Commissioner Leahy added that the Village of Wauconda was going to be discussing this issue at an upcoming meeting.

#### Executive Session

At 8:11 p.m., a motion to go into Executive Session to discuss the following (1) Litigation pending or imminent 5 ILCS 120/2 (c)(11), (2) Personnel appointment, employment, compensation, discipline, performance or dismissal of specific employees 5ILCS 120/2(c)(1) or (3) Real Estate 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 Berrelez and seconded by Commissioner Geary. Roll Call: all aye.

At 8:14 p.m., a motion to come out of Executive Session and return to the regular board meeting was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.

#### Adjournment

At 8:15 p.m., Commissioner Berrelez motioned to adjourn, seconded by Commissioner Geary. Roll Call: all aye.