

**WAUCONDA PARK DISTRICT**  
**Board Meeting**  
**October 23, 2018 – 7:00 p.m.**  
**Community Center**

At 7:00 p.m., Commissioner Kadlec called the meeting to order. Commissioners Bader, Berrelez and Leahy were present, along with Director Burton, Superintendent Staton, Business Manager Malloy, Supervisor Ftacek and Peggy Amundson. Commissioner Geary was not in attendance due to illness.

Approval of Minutes

Approval of the Regular Session Minutes from October 9, 2018 was motioned by Commissioner Berrelez and seconded by Commissioner Leahy. Roll Call: all aye.

Comments from Public

None

Communications

Steven K Johnson – An e-mail was received from this resident who lives just south of Phil's Beach regarding the loud music from the Foundation Event held the evening of October 13<sup>th</sup> and included in packet for Board review.

Approval of Bills

Approval of the disbursements from October 10, 2018 to October 23, 2018 in the amount of \$68,842.78 was motioned by Commissioner Leahy and seconded by Commissioner Berrelez. Roll Call: all aye.

Committee Reports

- A. Recreation – No report. Superintendent Staton included in the board packet a report regarding affiliate fees. He listed 3 comparable park districts and the fees they charged for field usage. He stated the rates varied greatly and he was still awaiting information from Cary and Huntley Park Districts. He asked board members if there was additional information they would want him to include in his report in order to discuss the issue further. Commissioner Kadlec stated that the information he presented was good. She stated that she preferred the current rates system, but that she would like to see the fees raised. She asked when was the last time the District increased fees, Superintendent Staton advised that they were raised from \$10 to \$15 back in 2016. Board members discussed the current fee structure and the consensus of the Board was to increase field usage fees to \$18 per game. Director Burton stated that she would put it on the agenda for the next meeting for Board approval.
- B. Finance – Written report submitted. Maura Malloy reviewed her report with the board members. Commissioner Kadlec asked what the interest rate was for the Pool

Foundation CD; Business Malloy advised that this was no longer a CD, but was put into a money market fund with a higher interest rate.

- C. Maintenance – No report. This was under the Administration Report.
- D. Risk Management – Written report submitted. Supervisor Ftacek reviewed his report with board members.
- E. W-Fest – Under Administration Report. A copy of the 2018 financial recap was included in packets for Board review. The next meeting is scheduled for November 14<sup>th</sup> at 6:30 p.m.
- F. Administration – Director Burton reviewed her report with board members. Director Burton informed board members that the fuel depot that the Wauconda Park District is part owner in, is in need of repair. She advised that the upgrade will cost \$21,000 - \$22,000 and that the Park District's share would be \$1,300. Also included was a recap of the 2018 Women's Golf Outing for Board review.

#### Business

- A. PDRMA Health Plan Selection 2019 – A motion to accept PDRMA's Health Plan which includes a PPO with the \$1,500 HRA component, HMO option, dental/ortho and vision plan was made by Commissioner Berrelez and seconded by Commissioner Bader. Roll Call: all aye.

A motion to increase the employee's percentage to pay for health care was increased from 12% to 13% was made by Commissioner Bader and seconded by Commissioner Berrelez. Roll Call: all aye. Board

- B. Personnel Manual Review – Mark Ftacek, Administrative Support Supervisor reviewed with the Board the timeline he will be using to review the personnel manual with the Board. Both Director Burton and Supervisor Ftacek, explained that the Board will be receiving sections of the manual to review. Staff will highlight the necessary changes being made to each section. They were informed that most of the changes were due to changes in the law or in the verbiage and were based off of PDMRA's policy recommendations. Commissioner Kadlec asked if the Park District attorneys would also be reviewing the manual. Director Burton advised that yes it would.

#### Unfinished Business

- A. Sponsorship Plan – No update.

#### Commissioners Comment

- A. Commissioner Kadlec asked about the Eagle Scout book box project. Director Burton advised that she had just been speaking to Superintendent Drinkwine regarding this project. She advised that it is progressing and that the maintenance department will be

drilling the holes for installation. Commissioner Kadlec stated she had not realized that the locations had been chosen. Director Burton advised that Superintendent Drinkwine met with the Eagle Scout to discuss locations.

Executive Session

None

Adjournment

At 8:16 p.m., Commissioner Bader motioned to adjourn, seconded by Commissioner Berrelez.

Roll Call: all aye.