

Wauconda Park District
Board Meeting
August 13, 2024
Community Center

At 6:00 pm Commissioner Starkey called the meeting to order. Commissioners Berrelez, Carr, Bianco, and Tallman were present along with Executive Director Staton and Director Babicz. The following members of the public were in attendance: Lacey Lawrence, Hitchcock Design and JoAnn Freeman.

Approval of Minutes

A motion to approve the regular session minutes from July 9, 2024, was made by Commissioner Tallman and seconded by Commissioner Berrelez. Roll Call: all aye.

Comments from the Public

None

Communications

The District received a “Thank you” note from NISRA for the District’s contribution of Park District giveaways for the annual NISRA staff appreciation event.

Approval of Disbursements

Approval of Disbursements from July 10, 2024 – July 23, 2024, in the amount of \$242,414.37 was motioned by Commissioner Carr and seconded by Commissioner Berrelez. Roll Call: all aye.

Approval of Disbursements from July 24 – August 13, 2024, in the amount of \$169,813.36 was motioned by Commissioner Bianco and seconded by Commissioner Tallman. Roll Call: all aye.

Committee Reports

A. Recreation – Director Babicz reviewed her written report with the Board. Highlights included an increase in Camp Wauconda enrollment this summer, an update on partnership programs with the Wauconda Police Department including National Night Out and the upcoming Cops and Bobbers fishing outing. We have also seen an increase in our CLUB numbers this coming Fall. Spring Men’s softball has ended and Fall Men’s softball is beginning with eleven teams participating.

Staff continues to offer new programming at Phil’s Beach with Yoga every Sunday, Moon Rising on June 21 and July 21. Taylor Swift night had sixty (60) in attendance, Pirate Night had sixty five (65) participants

Babicz also provided the Board with an update on pricing at other Marinas in Wauconda.

Staff were given a staff survey so that administrative staff could gain insights into motivation and attitudes towards job performance.

Recreation staff have also been using flex-time to recoup from the busy summer prior to the start of the fall program season.

B. Finance – No written report. A report will be provided at the next meeting.

C. Park Maintenance – The Parks Department has been busy catching up on park maintenance after the busy summer of events. Director Staton reviewed Director Drinkwine’s written report with the Board. New ceiling fans were ordered for the gym. These are the original fans installed with the building and they are beginning to fail.

D. Wauconda Fest – The Wauconda Fest recap meeting is scheduled for Thursday, August 29. Staton hopes to have a financial recap available for the Board at the next meeting. In addition, if the Board has any comments regarding this year’s Fest, please pass those along to Director Staton, so that he can share them with the committee and include in the recap notes.

E. Administration – Executive Director Staton reviewed his written report with the Board. Staton updated the Board on the progress being made at Osage Park. The underground drainage system has been installed and the playground was rescheduled to be removed on August 14. Outdoor fitness equipment has been ordered. The next on-site construction meeting will be held on Friday, August 16 at 1:00 pm.

This year’s Triathlon was a success. A record five hundred and ninety-five athletes registered for the event. We also had ninety kids register for the Kids Triathlon. A recap meeting will be held on Thursday, August 22 at 6:00 pm. Staton will provide the Board with a financial recap at the next meeting.

Mark Trieglaf from ACT Services, inc., has visited all of our parks and facilities and is developing his recommendations for the District’s ADA Plan. Staton believes we should have a report from Mark sometime in the next few weeks.

Phil’s Beach is open weekends only through Sunday, September 1. We will not be open on Labor Day this year. It is difficult to fully guard the Beach this time of year as many of our guards have returned to school for the fall semester.

F. Comprehensive Plan – Nothing to report. Staton will provide an update at the next meeting.

New Business

- A. Roger Wooten, CPA Engagement Letter –A motion to approve Roger Wooten, CPA’s Engagement Letter with the District outlining his responsibilities to conduct the District’s annual financial audit for the fiscal year ending April 30, 2024, in an amount not to

exceed \$10,000 was made by Commissioner Carr and seconded by Commissioner Berrelez. Roll Call: all aye.

- B. Review Concept Plan Bangs Lake Marina Master Plan – Lacey Lawrence from Hitchcock Design was in attendance at the meeting to review a draft conceptual design of the Bangs Lake Marina for an OSLAD application due September 13, 2024. The Board was happy with the plan and seeks community input. A Community Open House is planned for August 27 from 5-6 pm.
- C. Osage Park OSLAD Grant Pay Application #1 – Executive Director Staton reviewed Pay Application #1 for the Osage Park Redevelopment Project with the Board. A motion to approve pay application #1 submitted by Schroeder Asphalt Services, Inc. in the amount of \$42,615.00 was made by Commissioner Tallman and seconded by Commissioner Berrelez. Roll Call: all aye.
- D. Osage Park Playground Proposal Approval - Ms. Lawrence reviewed three playground proposals from Cunningham Recreation, Burke, and Nu Toys for the playground replacement at Osage Park. Overall, the Board was happy with all three concepts, but liked the amount of play features and design of the proposal from Burke best. They would like to see more swings. Lacey will go back to them for some design modifications to be presented and approved at the next meeting on August 27.

Unfinished Business

None

Commissioner Comments

None

Executive Session

The Board did not go into Executive Session.

Issues to be voted on by the Board that were discussed in Executive Session

None

Adjournment

A motion to adjourn at 7:32 pm was made by Commissioner Berrelez and seconded by Commissioner Bianco. Roll Call: all aye.