

WAUCONDA PARK DISTRICT
Board Meeting
April 26, 2022
Community Center

At 7:00 pm, Commissioner Starkey called the meeting to order. Commissioners Berrelez, Carr, and Bader were present, along with Executive Director Staton and Director Babicz. Commissioner Micelli was absent due to illness.

Approval of Minutes

Approval of the Regular Session Minutes from April 12, 2022, was motioned by Commissioner Berrelez and seconded by Commissioner Carr. Roll Call: all aye.

Approval of the Executive Session Minutes from March 22, 2022 was motioned by Commissioner Bader and seconded by Commissioner Berrelez.

Comments from Public

None

Communications

Executive Director Staton shared an article titled “No Mow May” with the Board.

He also shared with the Board a Zoning Meeting Notice for a zoning appeal meeting on May 4 that the District received for a variance regarding minimum side yard setback.

Approval of Disbursements

Approval of Disbursements from April 13 - April 26, 2022, in the amount of \$36,890.35 was motioned by Commissioner Carr and seconded by Commissioner Berrelez. Roll Call: all aye.

Committee Reports

A. Recreation – Director Babicz reported that programming is in the last couple of weeks of our Spring session and staff is gearing up for Summer. The District is hosting a Job Fair this coming Friday from 11-3:30 pm for all the seasonal positions available. The Earth Day event scheduled for April 22 was postponed to April 29 from 4-6 pm due to poor weather. Recreation staff has started gathering employment paperwork from returning and new staff for the summer season.

B. Finance – Executive Director Staton provided the Board with a summary budget report for the month ending March 2022, along with an update of the District’s bank accounts.

C. Park Maintenance – The Parks Department has been preparing both Marinas, The Bangs Lake Marina is taking a longer than expected and is expected to be completed by Friday. We had vandalism at the he Cook Park bathrooms again. A group of kids broke into the back of the building and threw bricks at the door damaging it. Commissioner Starkey inquired if the District has investigated security cameras. Staton said that this is a topic at our safety committee meetings.

D. Risk Management – Birthday parties continue to go well. We have some consistent rentals that are increasing the revenue in this area. Facility Manager Ftacek has been spending most of his time at the Bangs Lake Marina during the month of April.

E. W-Fest – The next Wauconda Fest meeting is scheduled for May 26 at 6:00 pm.

F. Administration – The District recently took ownership of four pontoon boats and a rowboat from Wauconda Boat. These were included in the purchase of the property. The Beach Park Marina opened this past Saturday and slip renters were able to start picking up their keys at the Bangs Lake Marina. The Board will host Board elections at the first meeting in May.

Survey crews were out this past week to complete the As Built Survey to close out our file with Lake County Storm Water Management for the Phil's Beach Project.

The District received a check for \$200,000 from the State of Illinois for the final payment of the OSLAD Grant for Phil's Beach.

New Business

A. Sikich Audit Contract – Executive Director Staton reviewed a contract with Sikich to conduct the annual audit of the District's Financial records for FY21-22. A motion to approve the contract and engagement letter provided by Sikich, LLP to perform the annual financial audit of the District and the preparation of the Comptroller's Annual Financial Report not to exceed \$11,000 for FY21-22 was made by Commissioner Bader and seconded by Commissioner Carr. Roll Call: all aye.

B. FY22-23 Budget Review – Staton reviewed the FY22-23 Budget Draft with the Board. During his review he provided notes on the various funds and how revenues and expenses are generated in each fund. He also provided the Board with projected fund balances for the end of FY21-22 and FY22-23.

C. Comprehensive Plan – Staton provided the Board with a timeline of the comprehensive plan timeline. He also gave the Board some sample surveys for question consideration. He will be meeting with Hitchcock this week to kick-off the statistically valid survey and recreation reports.

D. Little Library Orchard Hills – A resident of the Orchard Hills subdivision had inquired to Director Babicz about the possibility of adding a “Little Library” to the park in this subdivision. Staff brought this to the Board to see if there were any objections before moving forward with the resident. Staton and Babicz met the individual at the park, and it looks like there are several spots this could go that will not interfere with other activities occurring at the park. Commissioner Carr wanted to add to any agreement that once the structure became worn or in disrepair the Park District would not be responsible for replacing the structure and it may be removed. It was consensus of the Board for staff to continue working on this project with the resident.

E. Temporary Construction Easement – The owners of the property at Dock’s Bar and Grill asked the Board to consider allowing them to pave a portion of our property at 231 East Liberty for the purpose of widening their drive and paving their parking lot. A motion to approve a temporary construction easement for this project was made by Commissioner Bader and seconded by Commissioner Carr. Roll Call: all aye.

Unfinished Business

None

Commissioners Comments – Commissioner Starkey mentioned having a dinner for staff due to missing the annual IPRA/IAPD conference this past year. After some discussion about this topic, Staton and Babicz agreed to investigate this further and report back to the Board.

Executive Session – A motion to go into Executive Session was made by Commissioner Berrelez and seconded by Commissioner Bader at 8:30 pm. Roll Call: all aye.

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

None

Adjournment

At 9:15 pm a motion to adjourn was made by Commissioner Berrelez and seconded by Commissioner Bader. Roll Call: all aye.