

WAUCONDA PARK DISTRICT
Board Meeting
September 13, 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 present electronically due to illness.

Commissioner Micelli presented a written note regarding the desire to attend the meeting electronically due to illness and there were no objections from the Board.

Brittany Barth Niggeman from LCB Real Estate and Jenna Beck from Hitchcock Design were in attendance at the meeting.

Approval of Minutes

Approval of the Special Meeting Minutes from July 12, 2022 was motioned by Commissioner Bader and seconded by Commissioner Berrelez. Roll Call: all aye.

Approval of the Regular Session Minutes from August 16, 2022 was motioned by Commissioner Carr and seconded by Commissioner Bader. Roll Call: all aye.

Comments from Public

Brittany Barth Niggeman attended the meeting to thank the Board on behalf of her family and business for consideration of the project that was presented at the August 16 meeting.

Communications

An email was shared with the Board that Manager Ftacek received from the American Legion Post 911 thanking the District for the use of picnic tables and pop-up tents for a special event they held in August.

Approval of Disbursements

Approval of Disbursements from August 17 – August 30, 2022, in the amount of \$87,032.97 was motioned by Commissioner Berrelez and seconded by Commissioner Carr. Roll Call: all aye.

Approval of Disbursements from August 31 – September 13, 2022, in the amount of \$68,082.75 was motioned by Commissioner Bader and seconded by Commissioner Berrelez. Roll Call: all aye.

Committee Reports

A. Recreation – Director Babicz reviewed her written report with the Board. She highlighted the success of the Blues Brothers Movie at Phil’s Beach, along with other program enrollment updates.

She let the Board know that we have been getting several high school students a day in the fitness center after school. This has caused staff to review our current procedures regarding number of participants at a machine and in the free weight area.

B. Finance – Executive Director Staton provided the Board with a summary of the District’s current cash balances, along with current balances in each of the District’s funds as of August 31, 2022. Commissioner Starkey asked if two columns could be added to the cash balances report to show a comparison year over year.

C. Park Maintenance – Director Drinkwine submitted a written report. The Parks Department is continuing with regular park maintenance. Our last summer seasonal employee resigned on August 12. Due to a staff shortage in the summer months and having funds left in our budget, we were able to hire one seasonal employee for the fall months to assist with upcoming projects. It is anticipated that this individual will work until the beginning of November. Staff will keep an eye on this budget to determine an exact end date.

D. Risk Management – With the loss of several seasonal staff at the Bangs Lake Marina, Manager Ftacek will be putting more time in at the Marina this Fall. He will go back to having a written report for the second meeting of each month.

E. Wauconda Fest – A recap meeting of the 2022 Fest was held on August 31. Executive Director Staton will share notes with the Board once they are prepared. Discussion was held on raising the admission fee to \$5 for the four days and raising the price of beer tickets to \$7. There was also some discussion regarding the logistics of the event including more porta potties, additional lighting, and enlarging the Kiddie ride area slightly.

F. Administration – Executive Director Staton reviewed his written report with the Board. He is continuing to follow-up on the narrative for the recently completed statistically valid survey.

A patron was recently banned from the Parks for an altercation at the youth football games on September 2. A certified letter will be mailed to this individual.

A quote for tree trimming at Phil’s Beach and in Liberty Lakes subdivision totaling \$4360 was received by the District. Staton will bring a recommendation to the Board at the September 27 meeting.

Staton also brought attention to the Board that Lisa Albano, Accounting Clerk, will be out of the office beginning September 29 for 2-6 weeks. He has contracted with Lauterbach and Amen to complete her functions while she is out for \$75 per hour at 8-10 hours per week.

New Business

A. OSLAD Grant Presentation – Jenna Beck from Hitchcock Design was at the meeting to share with the Board a draft of the design for Osage Park that will be submitted for an OSLAD Grant. The application for this grant is due on September 30. The maximum award is \$600,000. If awarded this amount, the District would need to match this amount.

The District has planned a public open house on Wednesday, September 21 to receive feedback on the project from the community. Staff will post in the newspaper and do Facebook posts, along with posting a notice at the park. Commissioner Micelli asked about the addition of bike racks. The Board was also interested in the timing of the project. Ms. Beck stated that IDNR is short staffed, and she would anticipate the award in the next 6-8 months and then the District has two years after the contract is signed to complete the project.

B. Beach Park Discussion – The Board held a brief discussion regarding the recent proposal from LCB Real Estate. Executive Director shared some cost estimates of adding 2100 square feet to the Community Center in 2019. The Board asked Staton to share the 2019 plan with them in more detail. Staton also asked permission from the Board to contact an architect to get an updated estimate.

C. Phil's Beach Discussion – A brief discussion was held regarding keeping Phil's Beach open to the public during the off season. The Board Directed Staton and staff to develop a list of pros and cons prior to holding any further discussion.

Unfinished Business

None

Commissioners Comments – Commissioner Berrelez stated that she is hearing a lot of talk in town about taxes rising. There was discussion of an FAQ section on the website to describe the District's efforts in keeping taxes at a minimum, as well as how specific projects are being funded with little impact to the taxpayer.

Commissioner Starkey wanted to make note the Carl Waggoner has been doing a great job at the Bangs Lake Marina this summer and he did not want his effort to go unnoticed. Carl has taken it upon himself to clean up the beach area, adding plantings along the shoreline and raking the sand on a regular basis. Staff had proposed getting Carl a gift card to acknowledge his efforts and the Board agreed.

Executive Session

None

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

None

Adjournment

At 8:30 pm a motion to adjourn was made by Commissioner Micelli and seconded by Commissioner Bader. Roll Call: all aye.