

Wauconda Park District
Board Meeting
April 25, 2023
Community Center

At 6:00 pm Commissioner Starkey called the meeting to order. Commissioners Bader, Berrelez, Carr, and Micelli were present, along with Executive Director Staton and Director Babicz. JoAnn Freeman, Marketing Coordinator and a Village of Island Lake resident was in attendance to observe the meeting.

Approval of Minutes

Approval of the Regular Session Minutes from April 11, 2023 was motioned by Commissioner Berrelez and seconded by Commissioner Badar. Roll Call: all aye.

Comments from the Public

None

Communications

Executive Director Staton shared with the Board a resignation letter from Commissioner Bader. Commissioner Bader recently purchased a house outside of the District boundaries and will no longer be eligible to be on the Board. Bader's last meeting will be at the end of May.

Staton also shared with the Board information on the upcoming Chamber (June 1) and NISRA (June 2) Golf Outings. Any commissioners who are interested in playing in these events need to let him know, so that registration can be completed.

NISRA is also hosting an event for potential donors called Walk a Mile on May 18.

Approval of Disbursements

Approval of Disbursements from April 12, 2023 – April 25, 2023, in the amount of \$40,068.39 was motioned by Commissioner Micelli and seconded by Commissioner Berrelez. Roll Call: all aye.

During discussion of the disbursements, Staton explained to the Board that the full amount for the City Reporter application is paid in full, but recognized as a monthly expense which is why the invoice is listed for twelve separate months.

Committee Reports

A. Recreation – Director Babicz updated the Board about upcoming recreational events in our programs, These included the upcoming Dance Recital, Preschool Graduations and Tea Party. She also reported that the Tuesday Adult Softball League recently began with fourteen (14) teams consistent with the league in the past. In addition, Spring second session classes have started, and the staff is happy with the enrollment numbers.

B. Finance – This month there were some discrepancies with the budget report. Some of the revenue was not included, but rather deferred to the next fiscal year. This was caused by taking registration for next year's programs at the same time as taking payments for this year's programs and deferring all of

the revenue. Executive Director Staton will work with Lauterbach and Amen to reconcile this error and hopefully have an update at the next meeting. The District remains in a strong financial state as revenues continue to increase over the same period last year.

C. Park Maintenance – The Parks Department has been spending a lot of time at Meadowview Park cleaning up the overgrowth in the retention area. They continue to monitor all parks and perform routine daily maintenance. Both marinas have been installed for the season ahead of the promised date of May 1. Kudos to the Parks Department and Facility Manager Ftacek for getting this done early.

D. Risk Management/Support Services – Staton reviewed Manager Ftacek’s report with the Board. His report included updates on rentals, the marina installation, and 10-minute safety trainer for April.

E. Wauconda Fest – The next Wauconda Fest meeting will be on Thursday, May 11 at 6:00 pm. Executive Director Staton also let the Board know that he and Director Babicz recently met with Village officials, Wauconda Police, Wauconda Fire, and CERT regarding the triathlon. It was determined that in the best interest of public safety, Main Street would be closed during the annual adult triathlons.

F. Administration – Staton provided an update on the LWCF grant application and the OSLAD award, reported that we have received two proposals for our annual audit, and discussed a letter from Wauconda Fire District outlining new charges to the Fest and Triathlon to reimburse the Fire District for overtime accrued for these two events. He will discuss these charges with the planning committees to determine if any of the services can be eliminated or cut back on to minimize the cost.

New Business

A. Leopardo Pier Extension – Staton explained a request from John Leopardo, to add to his current pier at Dock’s Marina. The additional pier sections would encroach on Park District property therefore the Village is requiring approval from the District to move forward with this addition. After discussion the Board had some concerns and directed Staton to seek a temporary easement for the addition which would not bind the District to a long-term agreement. The easement would also address liability of the addition and limit the use of the pier to private use only. Staton will investigate this and have Leopardo’s attorney draft an agreement for our attorney to review.

B. Memorial Park Lawn Maintenance Contract – The District received a quote from Eric’s Landscape to cut the grass at Memorial Park. Eric’s currently mows the Village property at the 9/11 Memorial and the police station. By hiring Eric’s to cut this park, the area will maintain a consistent look. A motion to hire Eric’s Landscaping to perform routine lawn maintenance including mowing and trimming at Memorial Park, for the months of April – October at a cost of \$200 per month was made by Commissioner Bader and seconded by Commissioner Carr. Roll Call: all aye.

C. Security Camera Purchase/Installation – Director Staton presented the Board with a proposal to replace all the security cameras at the Community Center for a cost of approximately \$21,000. The Board tabled this purchase and asked Staton to get another quote for comparison.

D. FY23/24 Budget Draft Review – Director Staton reviewed the Draft Budget with the Commissioners. Commissioner Carr noted the expense for the OSLAD grant needs to be increased because it is a matching grant. The Final Draft will be presented at the next meeting.

E. Bangs Lake Marina Discussion – In September 2021, the District applied for a LWCF grant for the purchase of the old Wauconda Boat property. While the District remains optimistic that we will receive this grant it is important to begin the planning process to develop this area. Staton shared the original conceptual drawing for the area with the Board and asked them to review it for future discussions. Commissioner Micelli noted that she would like the overlook to be handicap accessible.

Unfinished Business

A. FAQ Topics – Director Babicz shared an outline of a layout for the FAQ page we are developing for the website.

B. Bangs Lake Marina Logo and Signage – A past recommendation of signage was discussed. Commissioner Starkey asked the Board to hold off on any signage purchase until it is determined if we wanted reuse the old name Wauconda Boat. A Discussion with the Salisbury’s will need to take place to determine if this is practical.

Commissioner Comments – None

Executive Session – At 8:19 pm a motion to enter Executive Session for the purpose of:

1. Litigation – Pending or Imminent 5 ILCS 120/2 (c)(11)
2. Personnel – Appointment, employment, compensation, discipline, performance or dismissal of specific employees 5 ILCS 120/2 (c) (1)
3. Real Estate – Purchase or Lease (Buy) 5 ILCS 120/2(c)(5)
Setting Price for Sale/Lease 5 ILCS 120/2 (c) (6)

was made by Commissioner Berrelez and seconded by Commissioner Bader.

Issues to be voted on by Board that were discussed in executive session.

None

Adjournment

A motion to adjourn at 8:40 pm was made by Commissioner Micelli and seconded by Commissioner Berrelez. Roll Call: all aye.