

Wauconda Park District
Board Meeting
December 12, 2023
Community Center

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

Approval of Minutes

A motion to approve the Regular Session Minutes from December 5, 2023, was motioned by Commissioner Tallman and seconded by Commissioner Carr. Roll Call: all aye.

A motion to approve the Executive Session Minutes from November 14, 2023 was made by Commissioner Bianco and seconded by Commissioner Berrelez. Roll Call: all aye.

A motion to approve the Executive Session Minutes from December 5, 2023 was made by Commissioner Carr and seconded by Commissioner Berrelez. Roll Call: all aye.

Comments from the Public

None

Communications

Executive Director Staton shared with the Board a “Thank You” card from Linda Starkey for the District’s assistance with the annual Turkey Trot.

Board members also received an invitation from Ancel Glink to their annual dinner on Saturday, January 26 at the IAPD/IPRA Conference. Staton asked the Board to let him know if they were attending soon, so that he could provide an RSVP.

Approval of Disbursements

Approval of Disbursements from November 29, 2023 – December 12, 2023, in the amount of \$128,200.94 was motioned by Commissioner Berrelez and seconded by Commissioner Tallman. Roll Call: all aye.

Committee Reports

A. Recreation – Director Babicz discussed her written report with the Board. Highlights included a review of Holiday event participation numbers, upcoming Days Off of School, and Park Partner renewals for 2024.

B. Finance – Executive Director Staton reviewed the October 2024 month end Budget Report. The District continues to do well with increased revenues and stable expenses. Staff costs continue to rise and are the biggest expense in almost all funds.

C. Park Maintenance – Staton shared with the Board Director Drinkwine’s written report. The Parks Department continues to perform routine maintenance in all the parks. Finished all the holiday

decorations and work continues with the Bangs Lake Marina piers rebuild, staff is planning to remove the leaking water heater in the utility room. Since there are (2) 200-gallon tanks in the building, we are going to see if one tank will be sufficient for the next month before deciding to replace the leaking unit.

D. Wauconda Fest – Nothing new to report.

F. Administration – Staton reviewed his written report with the Board. Three bond payments are due later this week for our 2022 General Obligation Bond, and 2021A/2021B Alternative Revenue Bonds. Winter program guides will also be out later this week with registration beginning December 15 for residents and December 22 for nonresidents.

New Business

A.) Tax Levy Ordinance 2023-07 – The Board reviewed Tax Levy Ordinance 2023-07 - An ordinance for the levy and assessment of taxes for the fiscal year beginning May 1, 2024, and ending April 30, 2025. A motion to approve Tax Levy Ordinance 2023-07 was made by Commissioner Berrelez and seconded by Commissioner Carr. Roll Call: all aye.

B.) Quote Tree Trimming/Removal Oak Grove Park – The District received a quote from Mid-West Tree Service in Island Lake to remove a dead Oak Tree and all deadwood from trees, along with removing four stumps for a total of \$5500. Executive Director Staton recommended that the Board approve this work as we have worked with this company in the past and they have always done a very good job. A motion to approve the proposal from Mid-West Tree Service in the amount of \$5500 was made by Commissioner Bianco and seconded by Commissioner Tallman. Roll Call: all aye.

C.) Salary Scale Adjustments – Due to minimum wage increasing to \$14 per hour on January 1, 2024, Director Babicz presented to the Board a part-time salary scale to go into effect on January 1, 2024. This new scale considers the change in minimum wage and increases across the part-time scale at the District that will allow the District to continue being competitive with other local businesses looking for a similar type of worker. A motion to approve the part-time pay scales as presented by staff was made by Commissioner Berrelez and seconded by Commissioner Carr. Roll Call: all aye.

D.) Bangs Lake Committee – Executive Director Staton received an email from Village Administrator Matson stating that the Village is putting together a committee to explore various topics regarding the health of the lake. The Board had a short discussion, with Commissioner Starkey asking the Board if anyone was interested in serving on the committee. Commissioner Carr volunteered to be a member of the committee and the other Board members agreed that someone would fill in if Commissioner Carr was unable to attend a meeting. A motion to appoint Commissioner Carr to the Village of Wauconda Bangs Lake Committee was made by Commissioner Tallman and seconded by Commissioner Berrelez. Roll Call: all aye.

Unfinished Business

None

Commissioner Comments

Commissioner Carr asked if we were on track with Park Partners for the upcoming year and if we had lost any partners, specifically John's Automotive? Director Staton replied that we had lost a couple of

our previous Park Partners but that we had gained one and that Coordinator Freeman still had several appointments and was working hard to get at least the same number of partners as we had in 2023.

Commissioner Bianco stated that she was at the Pancakes with Santa event this past weekend and commended the staff for their great work. Director Babicz and Staton thanked Commissioner Bianco for helping with the event and Commissioner Starkey asked that staff inform the Board of any future, similar volunteer opportunities.

Executive Session

At 6:44 pm a motion to enter Executive Session for:

Personnel – Appointment, employment, compensation, discipline, performance, or dismissal of specific employees 5 ILCS 120/2 (c) (1)

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 Carr and seconded By Commissioner Berrelez. Roll Call: all aye.

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

None

Adjournment

A motion to adjourn at 7:25 pm was made by Commissioner Bianco and seconded by Commissioner Berrelez. Roll Call: all aye.