

Wauconda Park District  
Board Meeting  
January 9, 2024  
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 and Recreation Supervisor Stephanie Marconi was in attendance to provide the Board with a 2023 Camp Wauconda Recap Report.

**Approval of Minutes**

A motion to approve the Regular Session Minutes from December 12, 2023, was motioned by Commissioner Tallman and seconded by Commissioner Berrelez. Roll Call: all aye.

A motion to approve the Executive Session Minutes from December 12, 2023 was made by Commissioner Bianco and seconded by Commissioner Berrelez. Roll Call: all aye.

**Comments from the Public**

None

**Communications**

Executive Director Staton presented the Board with an invitation from IAPD and the Vernon Hills Park District to attend the upcoming Legislative Breakfast on Friday, February 23. Directors Staton and Babicz plan to attend. Staton asked the Board to let him know if they would like to attend by the end of next week.

Staton also shared a letter with the Board acknowledging the District's \$500 award for completion of the PDRMA 2023 Incentive Program.

**Approval of Disbursements**

Approval of Disbursements from December 14, 2023 – December 26, 2023, in the amount of \$55,866.50 was motioned by Commissioner Tallman and seconded by Commissioner Berrelez. Roll Call: all aye.

Approval of Disbursements from December 27, 2023 – January 9, 2024, in the amount of \$104,147.45 was motioned by Commissioner Bianco and seconded by Commissioner Berrelez. Roll Call: all aye.

**Committee Reports**

A. Recreation – Director Babicz discussed her written report with the Board. Highlights included a Winter Session 1 program registration update, Club Days Off over the holiday break, and details about the upcoming Jack Frost event on January 10.

B. Finance – Executive Director Staton shared with the Board the monthly budget report for end of November 2023, along with the month end cash balances for our bank accounts. The District continues to see strong registration numbers and increased staff costs.

C. Park Maintenance – Staton reviewed Director Drinkwine’s written report with the Board. The Parks Department is busy with routine park maintenance, rebuilding piers for the Bangs Lake Marina, and cleaning up holiday decorations throughout the park system.

D. Wauconda Fest – The next Wauconda Fest meeting will be held on Wednesday, January 17 at 6:00 pm.

F. Administration – Staton reviewed his written report with the Board. He provided an update to the LWCF Grant award and the recently completed Comprehensive Plan (Osage Park OSLAD Update).

### **New Business**

A.) 2023 Camp Wauconda Report – Supervisor Marconi provided the Board with a recap of 2023 Camp Wauconda, highlighting comments from parents, best field trips, least favorite field trips, and changes for the upcoming 2024 Camp Wauconda program.

B.) Ordinance 2024-01 Annual Abatement Ordinance Series 2021A General Obligation Park Bonds – Staton presented the Board with this ordinance for approval. After a brief discussion a motion to approve Ordinance 2024-01 – An Ordinance abating the tax hereto levied for the year 2023 to pay the principal of and interest on General Obligation Park Bonds (Alternative Revenue Source) Series 2021A of the Wauconda Park District, Lake County, Illinois was made by Commissioner Berrelez and seconded by Commissioner Tallman. Roll Call: all aye.

C.) Ordinance 2024-02 Annual Abatement Ordinance Series 2021B General Obligation Park Bonds – Staton presented the Board with this ordinance for approval. After a brief discussion a motion to approve Ordinance 2024-02 – An Ordinance abating the tax hereto levied for the year 2023 to pay the principal of and interest on General Obligation Park Bonds (Alternative Revenue Source) Series 2021B of the Wauconda Park District, Lake County, Illinois was made by Commissioner Bianco and seconded by Commissioner Carr. Roll Call: all aye.

D.) Amendment to Executive Director Employment Contract – An amendment was presented to the Board to amend the employment contract of Executive Director Staton. This amendment involved an increase to Staton’s base salary of 4.5% based on his previous year’s performance. After a short discussion a motion to approve the amendment was made by Commissioner Tallman and seconded by Commissioner Berrelez. Roll Call: all aye.

E.) Budget Timeline – Staton shared the FY 24/25 Budget Timeline with the Board. He asked the Board to review the timeline and let him know as soon as possible if they could not make the April 9 or May 28 board meetings as Board action is required at both meetings. No Board action taken.

F.) FGM Architects Agreement – The Board reviewed an agreement from FGM Architects to study and develop a cost estimate for the adaptive reuse of the old well house adjacent to Osage Park to a future Park District facility. The Village of Wauconda has agreed to reimburse the District for this cost. A motion to approve the agreement from FGM architects to study and develop a cost estimate for the adaptive reuse of the Village’s old well station for a cost of \$5900 was made by Commissioner Carr and seconded by Commissioner Berrelez. Roll Call: all aye.

### Unfinished Business

None

### Commissioner Comments –

Commissioner Carr informed the Board that he would not be at the January 23 meeting.

Commissioner Bianco complimented the staff on a great job with all the social media posts to keep residents informed of activities and events.

During Commissioner Comments Executive Director Staton reviewed the itinerary with the Board for the upcoming IPRA/IAPD Conference.

### Executive Session

At 6:47 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 Bianco 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 7:10 pm was made by Commissioner Berrelez and seconded by Commissioner Bianco. Roll Call: all aye.