

Wauconda Park District
Board Meeting
March 12, 2024
Community Center

At 6:00 pm Commissioner Berrelez called the meeting to order. Commissioners Carr, Tallman and Bianco were present, along with Executive Director Staton and Director Babicz. Commissioner Starkey did not attend the meeting due to a conflict with his work schedule.

Approval of Minutes

A motion to approve the Regular Session Minutes from February 27 2024, was motioned by Commissioner Bianco and seconded by Commissioner Carr. Roll Call: all aye.

Comments from the Public

None

Communications

Executive Director Staton discussed with the Board the invitation and details for the Staff Appreciation Party to be held on April 14.

Approval of Disbursements

Approval of Disbursements from February 28, 2024 – March 12, 2024, in the amount of \$93,421.32 was motioned by Commissioner Tallman and seconded by Commissioner Bianco. Roll Call: all aye.

Committee Reports

A. Recreation – Director Babicz reviewed her written report with the Board. Highlights of her report included a comparison of fitness memberships between 2023 and 2024. She also discussed several of the upcoming holiday events including the Annual Egg Hunt and a new program called You’ve Been Egged. Registration for the second session of after school programs at Freemont School is full. This is a new partnership that we have started this school year.

B. Finance – No update.

C. Park Maintenance – Director Staton reviewed Director Drinkwine’s report with the Board. Staton informed the Board that we had a broken water valve in the concession stand at Cook Park which accounts for the higher than usual water bill. Beach Park Marina has been installed and is awaiting a couple of minor adjustments before opening to the public. Work continues on the piers for the Bangs Lake Marina with two sets of piers being installed so far.

Commissioner Berrelez asked Staton to pass on a thank you to the Parks Department for all that they do.

D. Wauconda Fest – Nothing new to report. The next Wauconda Fest Committee Meeting will be held on Tuesday, April 2 at 6:00 pm.

Commissioner Berrelez asked about the next Triathlon meeting and Staton replied that nothing had been scheduled at this time, but he was looking to have a meeting in early April.

E. Administration – Staton provided the Board with a written report. He reminded the Board to complete their Statement of Economic Interest for the county by May 1. He also let the Board know that he would be on vacation from March 22-April 1.

F. Comprehensive Plan – Comprehensive plan items regarding Osage Park were discussed under new business.

New Business

A.) Osage Park Construction Bid Approval – Staton reviewed a summary of the bid process with the Board. A motion to approve the construction submitted by Schroeder Asphalt Services, Inc for the Osage Park Redevelopment Project in the amount of \$685,346 was made by Commissioner Carr and seconded by Commissioner Bianco. Roll Call: all aye.

B.) Osage Park Contingency Fund Approval – With a project the size of the Osage Park Redevelopment, it is customary to have a construction contingency in case there are unforeseen circumstances and costs that arise during construction. It is appropriate to budget 10% of the construction bid as a contingency. A motion to approve a construction contingency in the amount of \$70,000 was made by Commissioner Tallman and seconded by Commissioner Carr. Roll Call: all aye.

C.) Osage Park Items Provided By Owner Approval – There are several items that the District has agreed to purchase on its own to complete the Osage Project. These items include basketball goals, interpretive signage, fitness equipment, tennis posts and nets, pickleball posts and nets, benches, trash receptacles, and bike racks. A motion to approve the budget of \$38,680 for the purchase of these items was made by Commissioner Bianco and seconded by Commissioner Tallman. Roll Call: all aye.

D.) Eric's Lawn Maintenance, Inc Contract Approval – Mowing Memorial Park – Staff is recommending the District enter into a contract with Eric's Lawn Maintenance for the mowing and general maintenance of Memorial Park for the months of March through November 2024. The Board was provided with a copy of the agreement. A motion to approve the mowing contract provided by Eric's Lawn Maintenance, Inc. for the services outlined for Memorial Park in the amount of \$260 per month beginning March 15 and ending November 15, 2024, was made by Commissioner Carr and seconded by Commissioner Bianco. Roll Call: all aye.

E.) Fitness First Preventative Maintenance Agreement Approval – In an effort to extend the life of our cardio fitness equipment staff has been researching companies that provide a preventative maintenance program for this equipment. Staff received quotes from two companies. A motion to approve a preventative maintenance agreement with Direct Fitness Solutions bi-annually with a cost not to exceed \$2000 in the 2024-25 fiscal year as recommended by staff was made by Commissioner Tallman and seconded by Commissioner Carr. Roll Call: all aye.

F.) FY 2425 Budget Draft Review – This was tabled until the next meeting. Staton provided the Board with an updated timeline to approve the budget.

Unfinished Business

None

Commissioner Comments

Commissioner Tallman inquired about the skate park equipment. Director Staton advised that the skate park was sold as scrap and the District received approximately \$700 for the equipment.

Commissioner Berrelez asked that we report any vandalism in the parks to the police.

Commissioner Carr inquired if we should be concerned with the number of slips sold at Bangs Lake Marina at this point in the season. Director Staton stated that sales are down, but staff was confident we will continue to sell more slips and be back on track. The sale of slips is important to the success of the marina.

Executive Session

None

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

None

Adjournment

A motion to adjourn at 7:09 pm was made by Commissioner Bianco and seconded by Commissioner Carr. Roll Call: all aye.