

Wauconda Park District
Board Meeting
May 9, 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 and Park District residents Linda Starkey and Robert Berrelez were in attendance to observe the meeting.

Approval of Minutes

Approval of the Regular Session Minutes from April 25, 2023 was motioned by Commissioner Bader and seconded by Commissioner Berrelez. Roll Call: all aye.

Approval of the Executive Session Minutes from April 25, 2023 was motioned by Commissioner Micelli and seconded by Commissioner Carr.

Comments from the Public

None

Communications

Executive Director Staton shared with the Board an email that he received from Shannon Healy that she is leaving Lauterbach and Aman, by the end of the week for a new job. Kelly Brainard will oversee our account, with Devyn Bilich being our primary contact.

Approval of Disbursements

Approval of Disbursements from April 26, 2023 – May 9, 2023, in the amount of \$100,287.26 was motioned by Commissioner Bader and seconded by Commissioner Berrelez. Roll Call: all aye.

Election Results

A. Executive Director Staton shared with the Board the results of the Lake County Canvass Board April 4, 2023 for Wauconda Park District Commissioner. The Board unanimously acknowledged the results and congratulated Commissioners Starkey, Bader, and Berrelez on their reelection.

B. Commissioners Starkey, Bader, and Berrelez took the Park District Commissioner Oath of Office, presided over by Executive Director Staton.

Board Elections

The Board annually holds elections for Officers of the Board. Positions up for election included President, Vice President, Treasurer, and Secretary. Following are the results.

Board Secretary – A motion to nominate Executive Director Staton Board Secretary was made by Commissioner Carr and seconded by Commissioner Micelli. No other nominations

Board Treasurer – A motion to nominate Commissioner Carr to the position of Board Treasurer was made by Commissioner Bader and seconded Commissioner Berrelez. No other nominations

Board Vice President – A motion to nominate Commissioner Berrelez to the position of Board Vice President was made by Commissioner Bader and seconded by Commissioner Carr. No other nominations.

Board President – A motion to nominate Commissioner Starkey to the position of Board President was made by Commissioner Micelli and seconded by Commissioner Bader. No other nominations.

A motion to approve all the nominations was made by Commissioner Berrelez and seconded by Commissioner Bader. Roll Call: all aye.

Committee Reports

A. Recreation – Director Babicz reviewed the Recreation Report with the Board. Highlights include Tea Party numbers being slightly lower than 2022. Very good enrollment in Early Childhood and preschool classes, upcoming preschool promotion exercises, and a comparison of Phil’s Beach passes sold so far this year to last year.

B. Finance – Executive Director Staton reported that we appear to be in good shape financially and that he was working with Lauterbach and Amen to correct a bookkeeping error with the March financial reports.

C. Park Maintenance – Director Drinkwine’s report was reviewed with the Board. The Parks Department has been keeping up with routine maintenance of all the parks. In addition, they have been cleaning the wetland area of Meadow View Park in the Aspen Grove subdivision of buckthorn and other invasive species, along with taking down a few dead trees.

In addition, Director Drinkwine has been researching the cost associated with replacing the piers at the Bangs Lake Marina. Preliminary information was shared with the Board. Commissioner Starkey had asked about a timeline for this project and Staton informed the Board that he would bring more information forward in the next couple of meetings.

D. Risk Management/Support Services – No written report. Manager Ftacek will provide a report for the next meeting.

E. Wauconda Fest – Executive Director Staton and the committee are working on finalizing sponsorship for this year’s event. The next Fest meeting will be on Thursday, May 11 at 6:00 pm.

F. Administration – Executive Director Staton reviewed his written report with the Board. The recruitment for the two vacant Commissioner positions will be posted tomorrow. The Triathlon Committee has an upcoming meeting on May 15 at 6:00 pm.

Due to lack of a quorum at the next meeting scheduled for May 23, 2023 the Board decided to move the next Board Meeting to Tuesday, May 30, 2023.

The Board discussed plans for their upcoming participation in the Memorial Day Parade. Candy and Flyers will be distributed, and dress will promote the Fest.

New Business

A. Meadow View Park Fence – While working at Meadowview Park, It was suggested that the Park District replace the property fence along with a fence near the drain culvert. Director Drinkwine contacted Aronson Fence for a quote and Executive Director Staton made a recommendation to the board to replace the fence. A motion to replace 144 feet of fence at a cost not to exceed \$5476 was made by Commissioner Berrelez and seconded by Commissioner Bader. Roll Call: all aye.

B. Temporary Easement Agreement Leopardo Pier – Staton shared a Seasonal Easement agreement edited by District Counsel, Adam Simon. He informed the Board that there were some issues with the insurance and both attorneys would be working this out. Staton will keep the Board updated by email, since our next meeting is not until May 30.

C. Annual Triathlon Resolution – Staton presented to the Board Resolution 2023-02 A Resolution Providing For the Indemnification of Certain Highway Authorities to Facilitate the Wauconda Triathlons. A motion to approve Resolution 2023-02 2023-02 A Resolution Providing For the Indemnification of Certain Highway Authorities to Facilitate the Wauconda Triathlons was made by Commissioner Carr and seconded by Commissioner Berrelez. Roll Call: all aye.

D. Audit Firm Recommendation – The District recently received requests for proposals from two firms to complete the FY22/23 Audit. After reviewing the proposals, Staton made a recommendation to the Board to enter into a contract with Roger Wooten, CPA. A motion to approve Roger Wooten, CPA’s proposal to conduct the Annual Audit for Fiscal Year 22/23 in the amount \$9500 was made by Commissioner Micelli and seconded by Commissioner Berrelez. Roll Call: all aye.

E. Fieldbrook Park Ball Field Improvements – Late last Fall the District and our baseball and softball affiliates entered into an agreement to perform some upgrades to several of the District’s ballfields. The grass seed planted at Fieldbrook Park is not taking well and Lakes Youth Athletic Association has reached out to the District with a recommendation to replace the grass seed with sod at no cost to the District. It is estimated the work will cost approximately \$12,000. The Association will have a lot of the work done through in-kind donations. A consensus of the Board voted to allow LYAA to make these improvements at no cost to the District.

F. FY23/24 Final Budget Approval – After a review of the final budget draft for Fiscal Year 23/24, a motion to approve the FY23/24 Budget was made by Commissioner Bader and seconded by Commissioner Carr. Roll Call: all aye.

Unfinished Business

A. FAQ Topics – Tabled

B. Bangs Lake Marina Logo and Signage – Tabled

Commissioner Comments – None

Executive Session

None

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

None

Adjournment

A motion to adjourn at 7:10 pm was made by Commissioner Micelli and seconded by Commissioner Berrelez. Roll Call: all aye.