

WAUCONDA PARK DISTRICT
Board Meeting
December 10, 2019 – 7:00 p.m.
Community Center

At 7:00 p.m., Commissioner Kadlec called the meeting to order. Commissioners Bader, Berrelez, Geary and Starkey were present, along with Executive Director Burton, Director Staton, Supervisor Ftacek and Peggy Amundson.

Approval of Minutes

Approval of the Regular Session Minutes from November 26, 2019 was motioned by Commissioner Geary and seconded by Commissioner Bader. Roll Call: all aye.

Approval of the Executive Session Minutes from November 26, 2019 was motioned by Commissioner Bader and seconded by Commissioner Geary. Roll Call: all aye.

Comments from Public

None

Communications

Annual Turkey Trot – A Thank You was received for the Park District's support and allowing use of the Cook Park walking path for this annual event.

Facebook Post – A copy of a Facebook post regarding the Santa calls was included in board packets.

Approval of Bills

Approval of the disbursements from November 27, 2019 to December 10, 2019 in the amount of \$43,718.06 was motioned by Commissioner Berrelez and seconded by Commissioner Geary. Roll Call: all aye. Commissioner Berrelez inquired about the payment to Jumbo Postcard in the amount \$36 for a poster related to Phil's Beach. Executive Director Burton informed board members that this was the conceptual drawing of Phil's Beach that was used at the presentation to the Lions' Club.

Committee Reports

- A. Recreation – Written report submitted. Director Staton reviewed his report with board members. Director Staton informed board members that staff would be going out to judge the decorated homes that registered for the Holiday House Decorating Contest tomorrow evening. He advised that instead of a plaque, the winner would be given a yard sign announcing they were the winner of the contest. Commissioner Kadlec asked if the addresses could be posted on Facebook. Executive Director Burton advised that staff would need to get a release from the home owners. Commissioner Kadlec also asked if this contest had been advertised; Director Staton stated it was in the brochure and on social media. Commissioner Berrelez asked why the Park District would be offering a \$25 discount to last year's registrants if the event was cancelled and there are

no refunds. Director Staton advised that it is a good thing to do; Executive Director Burton stated that it was done once before and we received several positive comments. She added that there is a lot of other races they could attend and that we want them to return. Commissioner Berrelez asked how many registered for the discount the last time. Director Staton stated 30% - 35% of the previous year signed up again.

- B. Finance – No report.
- C. Maintenance – No report. Executive Director Burton advised that staff has been getting ready for winter, including the recent Tree Lighting Event, putting in the ice rink at Sedgebrook Park and repairing the heating at the Main Building (need new switches).
- D. Risk Management – No report. Supervisor Ftacek informed board members that a check in the amount of \$1,105 was received from PDRMA for this year's Loss Review/Accreditation.
- E. W-Fest – Executive Director Burton advised that the December meeting had been cancelled due to committee members not being able to attend. The next meeting will be January and she will send out notices to committee members. She added that deposits have also been put down on the stage and DJ.
- F. Administration – Executive Director Burton reviewed her report with board members. Commissioner Kadlec stated that people had to walk in the street, due to the fact there was no lighting at Phil's Beach. Executive Director Burton stated that the majority of people did walk in the street behind the van with Mr. & Mrs. Claus, as the street was closed down for the event. Included in the board packet was a copy of the budget time line. Executive Director Burton also included the current logos that are used for Park District events or programs. She asked the board members if they thought a logo for Phil's Beach should be created or should the original sign format for the logo. Board members agreed that a new logo was not needed.

Business

- A. Community Center Improvements – Dan Atilano from Dewberry Architects was in attendance for a presentation of improvements for the main building for Board review. He reviewed the planning process with the Board and explained how staff input was used to create two different options. He stated the project includes new programming space, additional lobby and seating area, registration desk, storage and facility upgrades including HVAC upgrades, new roof, windows and doors. He explained that Option 1, gives the District more programming space than Option 2, which has more office space allocated to the design. After discussion, the board members decided that Option 1 would be the best for the District, since it provided more space for programming.
- B. Ordinance 2019-04 – Levy and Assessment Taxes Fiscal Year 2020/21 – A motion to accept Ordinance #2019-04, an ordinance for the levy and assessment taxes for the

fiscal year beginning May 1, 2020 and ending April 30, 2021, totaling \$1,621,389 was made by Commissioner Berrelez and seconded by Commissioner Geary. Roll Call: all aye.

- C. PARC Grant Resolution of Authorization – A motion to approve the PARC Grant Resolution of Authorization for the improvement of the Wauconda Park District Community Center was made by Commissioner Starkey and seconded by Commissioner Berrelez. Roll Call: all aye.

- D. Phil’s Beach Fee Proposal – Executive Director Burton included a draft fee proposal for the opening of Phil’s Beach in the summer of 2020 for board members to review. She added that there was a typo on the operation hours; everyday would be from 11 am – 7 pm. Commissioner Kadlec stated that the non-resident rate should be higher. Commissioner Geary inquired how many of last year’s passes were purchased by residents vs. non-residents. Director Staton stated that he could check into that and advise. Commissioner Geary also asked if the beach would be open year-round. Executive Director Burton advised that yes, it would be open from dawn to dusk and that after the beach season “No Swimming” signs would have to be displayed. There was also discussion on whether or not to keep the gate open or closed every evening. The Board requested additional information from staff on the proposal, so no decision was made on the fee structure.

Unfinished Business

None

Commissioners Comment

Commissioner Starkey provided a summary of his committee’s work on a WinterFest event for board members to review.

Commissioner Kadlec asked about the new houses being built on Main Street and if they would impact the Park District. Executive Director Burton stated there would not be much impact and reminded board members that the Park District has an Impact Fee Ordinance which allows the District to either take cash or land when a new development is being built. She also informed board members that she heard there was the possibility of a 150-unit subdivision being built east of Liberty Lakes subdivision.

Commissioner Berrelez stated that the Tree Lighting event went well and that she was impressed with the crowd. The fireworks were great, but that she could not hear Director Staton on the sound system used. Commissioner Starkey advised that he has a sound system available for use if the District needs it.

Executive Session

At 8:54 p.m., Commissioner Starkey motioned to go into Executive Session for the purpose of discussing (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), or (3) Real Estate, purchase or lease (Buy) 5ILCS 120/2 (c)(5)

setting price for sale/lease 5 ILCS 120/2 (c)(6) and seconded by Commissioner Geary. Roll Call: all aye.

At 9:36 p.m., a motion to come out of Executive Session and return to the regular board meeting was made by Commissioner Starkey and seconded by Commissioner Geary. Roll Call: all aye.

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

None

Adjournment

At 9:37 p.m., Commissioner Geary motioned to adjourn, seconded by Commissioner Berrelez. Roll Call: all aye.