

**WAUCONDA PARK DISTRICT**  
**Board Meeting**  
**March 9, 2021**  
**Community Center**

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

Approval of Minutes

Approval of the Regular Session Minutes of February 23, 2021, was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.

Approval of the Executive Session Minutes of February 23, 2021, was motioned by Commissioner Berrelez and seconded by Commissioner Bader. Roll Call: all aye.

Comments from the Public

James Carr, 224 Orton Ave., Wauconda, was in attendance.

Communications

Thank you letter from Galarza family.

Approval of Bills

Approval of disbursements from February 24 – March 9, 2021 in the amount of \$73,202.48 was motioned by Commissioner Bader and seconded by Commissioner Berrelez. Roll Call: All aye

Committee Reports

- A. Recreation – Written report submitted. Director Staton updated the Board on the status of programs. Currently, there are two preschool classes that are full for the upcoming year. Preschool classes will be celebrating St. Patrick's Day next week. The annual Mom/Son event, has been transformed into a Date Night similar to the Sweetheart Dance. There were a total of 12 families participating in the Snowman Contest. Commissioner Kadlec inquired if we were posting photos of all the participants snowman on social media, she only saw the winner posted. Director Staton stated that could be done. Recently, two staff members have resigned from the Club program to take full time positions. Recreation staff are currently working on the Summer program guide. The Egg Hunt event has changed to a registration type event. Groups will be limited to 25 children. Hunts will be held on the softball field and the soccer field. Commissioner Kadlec inquired if groups would be separated by age groups. Director Staton stated that this year they were not doing this since they wanted to be able to keep family members together. Staff will monitor each hunt to make sure all participants receive eggs. Hot Shot Sports has 4 programs running this session, this is a new contractual firm the District is using and staff is very pleased with the instructor and organization of class. Pass sales for Phil's Beach began on March 1, 2021.
- B. Finance – No report.

- C. Park Maintenance – Written report submitted. Executive Director Burton stated that park staff are entering their busiest time of the year. Staff is inspecting and cleaning all park sites for any damage that may have occurred during the winter. The ice rinks are closed for the season. Director Drinkwine and Park Foreman Emmerich are both enrolled in a Playground Technician Course this month. Staff will be working on upgrading the wiring in order to move the office trailer for this year's Fest. There are softball lights that will need to be replaced this season. Replacement lighting will be LED. Executive Director Burton explained that replacing lighting would need to be a multi-year project. LED fixtures cost approximately \$800 per fixture, staff will be evaluating the lights and determining how many need to be replaced this season. Commissioner Starkey asked if staff could look into shrouding the lights. It was explained that each fixture is set specifically off a lighting plan for each individual field. Park staff are also working on building new picnic tables and an additional lifeguard raft.
  
- D. Risk Management/Adm. Support – No report.
  
- E. W-Fest – Executive Director Burton provided the Board with an update from the Committee meeting which was held on February 24. To provide additional space for social distancing, the office trailer will be moved to the other side by the bingo tent. In order to do this additional electrical will be needed which will be done in-house. A meeting is being scheduled with Skinner Amusements to discuss possibly moving some of the rides into the grass parking area. This would allow for additional space and seating area for patrons. Food vendors will be contacted to see what their interest level is for this year's Fest. Next Fest Committee meeting is scheduled for March 24.
  
- F. Administration – Written report submitted. Executive Director Burton updated the Board on the Legislative Breakfast she attended on February 26, 2021 via Zoom. At this time, the State has put a hold on OSLAD grant funding for this year.

### New Business

- A. Phil's Beach Operations – Director Staton reviewed his report with the Board outlining possible benefits for season pass holders. Staff is intending on creating a coupon book that would have different incentives such as discount on concessions or bring a friend day. Staff was seeking the Board input in regards to allowing season pass holders the ability to enter the facility 30 minutes early as a benefit for purchasing a pass. Commissioner Geary was concerned that if we implemented early entry, what would happen if pass holders were turned away due to capacity limits. She suggested since staff was already putting a coupon book together for pass holders, that maybe there could be a number of coupons for early entry. Commissioner Starkey stated that it would be beneficial to include the Phil's Beach merchandise in the coupon book also. Board and staff agreed those were very good ideas and will be included. Board members also

inquired about having the facility open for picnicking during days when the swim area may be closed. In the past, the entire facility was closed for the day. Discussion also occurred on having a reduced fee during those days. Staff will review the matter and see if it can be implemented for the season. rather or not the facility should remain open if the swimming area is closed due

Staff informed the Board that they have received a few inquiries about the possibility of renting the facility for a private events. Staff stated that they were intending on planning some District events in September also similar to last year's that were cancelled due to COVID. Staff explained that this could be another way to generate revenue for the District the Board asked if staff had recommendations for rental fees. If the Board was interested in pursuing rentals they would begin researching fee structure. The Board agreed that it would beneficial to allow staff to research the matter further.

- B. 2021/22 Budget Presentation – Executive Director Burton reviewed the 2021/22 Budget Draft. She stated that the draft did not include capital projects and they will be discussed at the next meeting.

#### Commissioners Comments

None

#### Executive Session

At 8:18 p.m., a motion to go into Executive Session for the purpose of discussing litigation, pending or imminent 5 ILCS 120/2 (c)(11), Personnel, the appointment, compensation, discipline, performance or dismissal of specific employees 5 ILCS 12/2 (c)(11), Real Estate, the purchase or lease (Buy) 5 ILCS 120/2 (c)(5) or Setting Price for Sale/Lease 5 ILCS 120/2 (c)(6), was made by Commissioner Starkey and seconded by Commissioner Berrelez. Roll Call: all aye.

At 8:41 p.m., a motion to come out of executive session and return to the regular board meeting was made by Commissioner Berrelez and seconded by Commissioner Geary.

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

None

#### Adjournment

At 8:42 p.m., Commissioner Starkey made a motion to adjourn, seconded by Commissioner Bader. Roll call: all aye.