

WAUCONDA PARK DISTRICT
Board Meeting
September 22, 2020
Community Center

At 7:00 p.m., Commissioner Kadlec called the meeting to order. Commissioners Berrelez, Geary, Kadlec, and Starkey were present, along with Director Staton. Commissioner Bader was absent due to a work conflict and Executive Director Burton was on vacation.

Approval of Minutes

Approval of the Regular Session Minutes with the change that Commissioner Geary motioned to adjourn the meeting from September 8, 2020 was motioned by Commissioner Berrelez and seconded by Commissioner Geary. Roll Call: Berrelez yes, Geary yes, Kadlec yes, and Starkey abstain. Motion carried.

Comments from the Public

None

Communications

None

Approval of Bills

Approval of the disbursements from September 9 – September 22 in the amount of \$102,748 was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll call: all aye.

Committee Reports

- A. Recreation – Director Staton reported to the Board that the Recreation Department is slow at this time since programming opportunities are limited due to COVID requirements. Staff had to cancel a planned soccer league due to low enrollment and the younger age divisions of flag football had been cancelled due to low enrollment. The older age divisions of flag football will begin on Wednesday, September 30.

He also reported that Phil's Beach was closed for the season. Staff was working on some upcoming special events at Phil's, including a Senior Open House, Senior Bingo, and Campfire Stories.

- B. Finance – Executive Director Burton included in the Board Packet an update on the District's Cash Statements through August 31, 2020. Commissioner Kadlec asked if the annual audit had been completed. Director Staton advised that he had not heard that it was complete at this time.

- C. Maintenance – Director Staton reported that the Parks Department continues to be busy. The recent rains brought back the need for mowing.
- D. Risk Management – Director Staton reviewed Supervisor Ftacek’s report with the Board.
- E. W-Fest – No Report.
- F. Administration – Director Staton reviewed Executive Director Burton’s report with the Board.

New Business

- A. Seal Coating Bid – Director Staton reviewed the Seal Coating Bid with the Board and made a recommendation to the Board to accept the lowest responsible bidder not to exceed \$25,000. At the time of the meeting staff was completing the reference checks on Kaplan Paving. He informed the Board that staff recommended that we complete the walking path work in-house and only approve the bid for the Parking Lot. Commissioner Kadlec inquired if we had the proper equipment to complete this job. Director Staton advised yes and stated the Parks Staff had recently finished the seal coating at the Beach Park Lot. Commissioner Kadlec inquired what the cost was for our staff to complete this work. Director Staton stated he did not know this information but would discuss with Executive Director Burton and Director Drinkwine. Commissioner Geary made a motion to accept the lowest responsible bidder not to exceed \$25,000, seconded by Commissioner Berrelez. Roll Call: all aye.
- B. Phil’s Beach Easement Agreement/Waste Hauling Agreement – The Board reviewed recommendations from our Corporate Counsel, Adam Simon. In section 1 it was recommended that additional uses to revoke the parking spaces was added including gambling. Commissioner Starkey was Ok with the list that Ancel Glink thought was necessary and the Board agreed. The Board also wanted to know if they could add other stipulations on this including a violation for overnight parking. There were no changes to section 2. In Section 3, Commissioner Kadlec inquired if the hours were similar to the hours in the special use agreement with the Village of Wauconda and if the three spots were excluded from the use agreement with the Village of Wauconda and its Insurance. Everyone was Ok with Section 4 and Section 5. Commissioner Kadlec inquired if Prate could replace the current dumpster with one of his own in the very same spot as the dumpster that is being moved.
- C. Marina Fee Proposal 2021 – Director Staton presented Executive Director Burton’s recommendation for Marina and Launch fee Increase stating that the rise in minimum wage and the rising cost of supplies is driving the need to raise fees for programs and services. Commissioner Starkey agreed with the proposal at a minimum and stated that in regard to the Marina we should focus more on the market rate in the community. Commissioner Geary stated that we have a niche with the fees being affordable.

Commissioner Kadlec felt that given the rates compared to the competition that fees could be raised a little more than the \$36 recommended. Commissioner Kadlec inquired on what Executive Director Burton's opinion was on recommending the fee increases over five years. Director Staton stated that at this time last year the Board had asked staff to develop a pricing strategy like this. After further discussion, a motion to approve an increase of \$50 to the resident and nonresident Marina fee for the 2021 season was made by Commissioner Starkey and seconded by Commissioner Berrelez. Roll Call: all aye.

Commissioner Kadlec asked if staff felt that changing the age of the Senior Launch Pass effected the sales of Launch passes this season. Director Staton stated that he felt this may have contributed to the decreased sales this season, along with an increase in the lake usage. A second motion was made by Commissioner Starkey and seconded by Commissioner Berrelez to increase the Launch fees for resident and nonresident users for the 2021 season by 6%. Roll Call: all aye.

Unfinished Business

Drone Ordinance – tabled to the next meeting.

Commissioners Comments

No comments

Executive Session

None

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

None

Adjournment

At 8:17 pm Commissioner Starkey made a motion to adjourn. Commissioner Geary seconded. Roll call: all aye.