

WAUCONDA PARK DISTRICT
Board Meeting
November 12, 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, Accounting Manager Malloy and Peggy Amundson.

Approval of Minutes

Approval of the Regular Session Minutes from October 22, 2019 was motioned by Commissioner Bader and seconded by Commissioner Geary. Roll Call: Commissioners Kadlec, Berrelez, Bader and Geary voted aye. Commissioner Starkey abstained.

Approval of the Executive Session Minutes from October 22, 2019 was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: Commissioners Berrelez, Bader, Geary and Kadlec voted aye. Commissioner Starkey abstained.

Approval of the Special Meeting Minutes from October 28, 2019 was motioned by Commissioner Starkey and seconded by Commissioner Geary. Roll Call: all aye.

Comments from Public

None – At this time, President Kadlec moved Sweeps & Skulls Presentation up on the agenda (New Business).

Communications

None

Approval of Bills

Approval of the disbursements from October 23, 2019 to November 12, 2019 in the amount of \$455,048.71 was motioned by Commissioner Geary and seconded by Commissioner Bader. Roll Call: all aye.

Committee Reports

- A. Recreation – Written report submitted. Director Staton reviewed his report with board members. He advised that the fields officially closed October 29, not the 30th as stated in his report. Commissioner Kadlec asked if the cost of programs that played on the fields versus the cost of the maintenance costs had ever been researched. Director Staton advised no, but he could do this and advise. Director Staton submitted a report from Supervisor Yakimisky regarding a survey of the summer camp program she had e-mailed to all participants parents. Commissioner Kadlec stated that it was nice to see the survey and the results.
- B. Finance – No report. Accounting Manager Malloy did submit a current Cash and Investments report for October. She was also in attendance for the audit presentation.

- C. Maintenance – Written report submitted. Executive Director Burton reviewed the report with board members. She also advised board members that the cost for the new light at Larkdale Park would actually cost between \$1500 - \$1800, not the \$800 as stated in her Administrative Report.
- D. Risk Management – No report.
- E. W-Fest – Executive Director Burton advised that the next meeting will be December 3rd at 6:30 p.m.
- F. Administration – Executive Director Burton reviewed her report with board members. Executive Director Burton stated that she was giving a presentation on the Phil's Beach Project to the Lions Club on November 11th, as they were interested in making a donation. She advised that they wanted to donate \$25,000 towards the boardwalk at Phil's Beach.

Business

- A. Sweeps & Skulls Presentation – There was a large turnout of members for this group who attended the board meeting. Sue Koscielski, one of the co-founders of the group presented the Board with a team photo. On behalf of the Club she thanked the Board for allowing them to use Beach Park for their training this year. She informed the Board that the Club has grown from 6 to 35 members. She reviewed with board members the presentation they received in their packet. She stated that their ultimate goal is to find a permanent home for the Club, which included building a boat house. She felt that Cook Park may be the ideal location for this. She advised that the District would not be financially responsible for the structure. Commissioner Kadlec thanked her for a great presentation and advised that at this time no decision would be made on the matter, however the Club would be advised of any decision made by the Board. At this time, Club members left the meeting. |

Executive Director Burton advised that this year they would be allowing the Club to store their trailer and boats behind the fence yard by the Barn. Director Staton advised that two of the boats are 60' – 70' long and the rest are 45' or less. Executive Director Burton advised that the boathouse they want to build is very large 100' x 25', this is longer than the barn, which is only 60'. Commissioner Kadlec asked what the benefit would be to the Park District; Director Staton advised that there may be an opportunity to do rowing classes. Commissioner Starkey asked if they would pay rent; Director Staton advised that they currently pay \$40 a week for use of Beach Park. There was also discussion of re-locating the pier they use to Cook Park, but with a stipulation that participants would have to use the Fest lot and walk down to pier; parking in the circle lot would not be allowed. No decision was made on the matter and the Board directed staff to do their due diligence on the matter and present them with their recommendation.

- B. 2019 Audit Review - Dan Berg, Sikich was in attendance to review the District's 2019 Fiscal Year Audit. He stated that the District passed the audit with the highest "clean" opinion. He reviewed the findings of the audit and pointed out to the Board that a change was being made in regards to how the District recognizes property tax revenue. In the past, the District used the "60 Day Rule", this allowed the District to recognize property tax revenue in the months of May and June even though the fiscal year ended. He stated that by using this method the District was recognizing revenue in advance. He informed board members that in the 2019 audit, the District changed to a "Year Intended to Finance" method. This method recognizes property taxes billed and received within the same year for which it is budgeted. Commissioner Geary asked about the issue of large cash banks for special events, i.e., W-Fest and other options for withdrawal from the bank. Dan Berg, pointed out that currently a check is made out to cash for these event banks. He recommended a different method be used such as writing a check out to an individual or possibly just doing a cash withdrawal transaction at the bank. He indicated both these methods would reduce the possibility of fraud, if a check was made out to cash and was lost. Executive Director Burton stated that Accounting Manager Malloy did a fantastic job along with Lisa Albano, Accounting Clerk in making sure the auditors had all the necessary documents. Accounting Manager Malloy thanked Dan Berg for answering all our questions regarding the audit. She also stated that this was the last year of our contract and it will be necessary to go out for proposals in 2020.

A motion to approve the April 30, 2019 Audit was made by Commissioner Geary and seconded by Commissioner Bader. Roll Call: all aye.

- C. 2020 Estimated Tax Levy Presentation – Director Burton presented the estimated Tax Levy Ordinance 2019-04. She stated the total property tax to be levied for the 2020 year will be \$1,621,389 this represents a 4.89% increase over the previous year. Director Burton stated that a Truth in Taxation would not be required since the estimated levy is below a 5% increase. By Board consensus, staff was directed to move forward with the process with final approval to be made at the December 10th board meeting.
- D. Loan Agreement Ordinance 2019-03 – Executive Director Burton asked for this to be tabled. She advised that she is waiting for additional documentation.
- E. Wauconda Pool Foundation – Executive Director Burton reviewed with the Board the history of the Pool Foundation and its purpose. She recommended that the Board officially approve the expenditure of Pool Foundation funding to be used towards the Phil's Beach project. A motion to approve the use of Pool Foundation funding totaling \$302,542 towards the Phil Beach Renovation Project was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.

- F. 2020 Board Meeting Calendar – A motion to accept the Board Meeting dates for 2020 was made by Commissioner Berrelez and seconded by Commissioner Geary. Roll Call: all aye.

Unfinished Business

None

Commissioners Comment

Commissioner Kadlec advised that the next meeting is November 26 and asked if everyone would be attending; Commissioner Berrelez advised that she would be out of town. Commissioner Kadlec informed everyone that she had personally on behalf of the Board, staff and residents gone and thanked Dale Berger for his donation for the Phil's Beach project. Commissioner Starkey informed everyone that he is getting together with his partners to work on an idea for a Winterfest event.

Executive Session

None

Adjournment

At 8:40 p.m., Commissioner Starkey motioned to adjourn, seconded by Commissioner Berrelez. Roll Call: all aye.