

Wauconda Park District  
Board Meeting  
November 12, 2024  
Community Center

At 6:00 pm Commissioner Starkey called the meeting to order. Commissioners Berrelez, Bianco, and Tallman were present along with Executive Director Staton and Director Babicz. Commissioner Carr was absent from the meeting due to a conflict. David Jakubek, Monica Glavey, and JoAnn Freeman were present at the meeting. Steve Konters from Hitchcock Design was also present at the meeting.

**Approval of Minutes**

A motion to approve the regular session minutes from October 22, 2024, was made by Commissioner Berrelez and seconded by Commissioner Tallman. Roll Call: Commissioners Berrelez, Bianco, and Tallman voted yes and Commissioner Starkey abstained since he was not at the meeting.

**Comments from the Public**

None

**Communications**

The District received a “Thank You” note from the Women’s Club for use of picnic tables for their annual pig roast in September. The District also received a Thank You from the Trick or Treat Main Street Committee for our involvement in the event this year. Executive Director Staton shared with the Board a letter to a softball team notifying them of their removal from our leagues due to several incidents of unsportsmanlike conduct. Kathy Reilly let Staton know that she was happy with the carving of the old oak tree at Phil’s Beach. Director Staton informed the Board that he was notified by the Wauconda Police Department that they were removing a homeless person from the bathrooms at Cook Park on Monday evening. This individual would be given a no trespassing notice.

**Approval of Disbursements**

A motion to approve the disbursements from October 23, 2024 – November 12, 2024, in the amount of \$94,248.47 was made by Commissioner Tallman and seconded by Commissioner Bianco. Roll Call: all aye.

**Committee Reports**

A. Recreation – Director Babicz reviewed her written report with the Board. Highlights included a recap of the Halloween House Decorating Contest. CLUB days off trips have seen a resurgence in numbers lately. Babicz and Marketing Coordinator Freeman are working on a new display to be put up on the wall in the lower level of the Community Center. This will be like the picture display located in the upstairs hallway. The Last Full Moon rising Event will take place at Phil’s Beach on Friday, November 15. A Teen Trip to see the Windy City

Bulls at the NOW arena on Sunday, November 17 has six participants. Boats slips for both marinas went on sale earlier this month. Sixty slips have been renewed at the Bangs Lake Marina and fifty-three slips have been renewed at Beach Park.

Director Babicz also shared with the Board a report that Supervisor Miller prepared, outlining a change we will be making to lifeguard training and certification in 2025. This report was informational for the Board and will be budgeted for in the next fiscal year's budget. No motion was taken by the Board. Staff will be changing our training to Star Guard from Red Cross in the 2025 season. Star Guard requires guards to be certified every year opposed to Red Cross being every two years. With the seasonal nature of our facility and many of our guards only working in the summer, staff feels the increased certifications and training review will help make for a safer facility in the future.

B. Finance – A written report will be provided at the next meeting.

C. Park Maintenance – The Parks Department is ordering several new garbage cans to replace old worn-out cans throughout the park system. Mowers have been winterized and put away for the winter. Staff have begun to put plows on trucks and preparing equipment for snow removal. Flower beds at Phil's Beach have been cleaned for the winter. Parks staff has also prepared Phil's for Pictures with Santa in November.

Commissioner Starkey inquired if the old beach playground equipment had been removed from Beach Park Beach. Director Staton responded that this happened a couple of weeks ago.

D. Wauconda Fest – No Report. The committee will not meet again until December or early January.

E. Administration – Executive Director Staton reviewed his written report with the Board. All items are under New Business. He also informed the Board that Village Administrator Matson will be attending the next meeting to review information regarding the TIF study the Village conducted for the downtown area and east on route 176. Commissioner Starkey, Commissioner Bianco, and Executive Director Staton will be attending a similar presentation for all governmental units that are within the area being evaluated by the village on Monday, November 18.

F. Comprehensive Plan – No update provided.

### **New Business**

A.) Approval – Revision to Phil's Beach Easement Agreement – Bangs Lake Outfall Project – The Village of Wauconda continues to work on the Bangs Lake Outfall project to improve the flow of Bangs Lake waters down stream during periods of significant rainfall. The project calls for moving the current outflow to the east and improving the appearance of some of the structures. The current utility easement agreement

between the Village and Park District needed to be modified to accommodate the enlargement of the easement area. A motion to approve the revised Non-exclusive Permanent Storm Water Utility Easement and Temporary Construction Easement Agreement as presented by staff was made by Commissioner Berrelez and seconded by Commissioner Bianco. Roll Call: all aye.

- B.) Decennial Committee Meeting – At 6:06 pm a motion to take a brief recess for the purpose of holding the District’s Decennial Committee Meeting was made by Commissioner Tallman and seconded by Commissioner Berrelez. Roll Call: all aye.

See Decennial Committee Meeting minutes for November 12, 2024, for details of this committee meeting.

At 6:20 pm Commissioner Starkey called the Regular Meeting back into session. Commissioners Berrelez, Commissioner Tallman, and Commissioner Bianco were present for the remainder of the meeting.

- C.) FY25-26 Tax Levy Discussion – Staton reviewed two versions of the proposed tax levy with the Board. One version showed a 5% increase across all funds while the other version showed a 3.62% increase across all funds. Staton recommended to the Board that we move forward with preparing the tax levy ordinance using a 3.62% increase and the Board agreed. He will have Lauterbach and Amen develop the Tax Levy Ordinance for presentation at the December 10 Meeting.
- D.) Approval – Contract Pitney Bowes Postage Machine – The District’s current agreement with Piney Bowes for the lease of a postage machine has expired. Director Staton presented the Board with a new lease agreement. A motion to approve the lease agreement for \$207.93 per quarter for a term of 60 months was made by Commissioner Tallman and seconded by Commissioner Berrelez. Roll Call: all aye.
- E.) Schroeder Asphalt Change Order – Steve Konters from Hitchcock Design attended the meeting to discuss the status of the Osage Park Project and the most recent change order from Schroeder Asphalt totaling \$42,170. The focus of this discussion was how the Park District could move forward with the project and deliver to the community a park that they will be proud of. Several options of how to approach the current change order were evaluated keeping in mind that the goal is to move the project forward.

After a lengthy discussion, a motion to give Executive Director Staton the authority to negotiate the change order in question between Schroeder Asphalt, Hitchcock Design, and the Wauconda Park District not to exceed a Park District contribution of \$42,170 was made by Commissioner Bianco and seconded by Commissioner Tallman: Roll Call: all aye.

## **Unfinished Business**

A. Tree Carving at Phil's Beach – The tree carving of the old oak tree at Phil's Beach started this morning. Staton shared pictures of the work thus far with the Board. Everyone seemed to be happy with the progress. The cost of carving this portion of the tree was donated by Eric Agase at Mid-West Tree Service, Inc. Commissioner Starkey, Director Staton, and Coordinator Freeman met with Eric and Bill Baker from Top Notch Chainsaw Carving to discuss the preliminary design. It was decided that a perched eagle facing Bangs Lake would be added to the design. This would add an additional cost of \$1500 to the current work donated by Mid-West Tree. A motion to approve the additional \$1500 was made by Commissioner Bianco and seconded by Commissioner Tallman. Roll Call: all aye.

**Commissioner Comments** – Commissioner Berrelez wanted to thank Marketing Coordinator JoAnn Freeman for being involved with the design of the tree carving at Phil's Beach.

## **Executive Session**

The Board did not go into Executive Session.

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

None

## **Adjournment**

A motion to adjourn at 8:08 pm was made by Commissioner Tallman and seconded by Commissioner Bianco. Roll Call: all aye.