

WAUCONDA PARK DISTRICT
Board Meeting
November 8, 2016 – 7:00 p.m.
Community Center

At 6:30 p.m., Commissioner Schlick called the meeting to order. Commissioners Berrelez, Geary, Kadlec and Leahy were present, along with Director Burton, Superintendent Staton, and Superintendent Drinkwine.

Approval of Minutes

Approval of the Regular Session Minutes from October 25, 2016 was made by Commissioner Berrelez and seconded by Commissioner Geary. Roll Call: Commissioners Berrelez, Leahy, Geary and Leahy voted aye, Commissioner Schlick abstained

Comments from Public

In attendance at the meeting were Linda Starkey, Laurie Drinkwine, Dan Dalziel, 3D Design, Scott Freres, Lakota Design, Cassandra Rice, Lakota Design, Daniel Atilano, Dewberry Architects, Don Matthews, Gewalt Hamilton, Heath Wright, Upland Design, Tm LaLonde, Williams Architects, Steve Konters, Hitchcock Design.

Communications

None

Approval of Bills

Approval of the disbursements from October 26, 2016 to November 8, 2016 in the amount of \$38,260.98 was motioned by Commissioner Leahy and seconded by Commissioner Berrelez. Roll Call: all aye.

Committee Reports

- A. Recreation – Written report submitted. Superintendent Staton reviewed his report with board members. He also informed board members that Lori Magee, Marketing Coordinator had recently updated the fitness brochure to reflect the current pricing. He reviewed social media figures with the board. Commissioner Kadlec asked if we knew how many email addresses we had on Constant Contact. Superintendent Staton commented that there were approximately 2500. He also reviewed the Trick or Treat Main Street event and informed the board that the Wauconda High School Drama Club assisted with this event and did a great job with the haunted house. He stated that staff will be reviewing the hay rides before next year's event. The route that was used was difficult to maneuver and they were not well advertised.

- B. Finance – No report.

- C. Maintenance – Written report submitted. Superintendent Drinkwine reviewed his report with board members. Commissioner Kadlec asked if the fencing around the barn was going to be stained so it all matched. Superintendent Drinkwine stated that this was on his project list but the wood planking needs to be dry in order to stain it and this project will probably be completed in the spring. Director Burton showed board members the type of bollards that will be installed in the parking lot.
- D. Risk Management – No report.
- E. W-Fest – Director Burton advised that the next meeting would be Tuesday, November 15th at 6:30 p.m.
- F. Administration – Director Burton reviewed her report with board members. She informed the board that no survey work has not been completed by Liberty Lakes HOA yet, once that is completed she will then begin discussions with the HOA. She updated the board briefly on the changes that will be needed to comply with the Fair Labor Standards Act which they will vote on at the next meeting.

Business

- A. Master Plan Design Firm Interviews – The Board interview four design firms, 3D Design, Lakota Group, Upland Design and Hitchcock Design. Commissioner Schlick led the board discussion on reviewing presentations and qualifications of each firm. The board consensus was to allow Director Burton to begin negotiations with Hitchcock Design for providing the District with a master plan for Phil’s Beach.
- B. 2016 Estimate Tax Levy Presentation – Director Burton presented the estimated tax levy for the 2016 year. She stated the total property tax to be levied for 2016 will be \$1,740,707, which is a 4.9% increase over last year. She stated that since the District is below the 5% figure it will not be necessary to publish a notice in the newspaper, final approval of the levy will occur at the December 13, 2016 meeting.
- C. 2017 Bond Issuance – Director Burton reviewed with board member the option of issuing a three year bond as opposed to a one year bond. She stated that the District would receive approximately \$585,000 that could be used for capital projects. She informed the board that the District may receive a lower interest rate since the issuance will be larger and competitively bid. The consensus of the Board was to allow staff to move forward on a three year issuance.

Unfinished Business

- A. Accounting Software
- B. Lagoon Park Paving

Commissioners Comment

None

Executive Session

None

Adjournment

At 9:15 p.m., Commissioner Kadlec motioned to adjourn, seconded by Commissioner Leahy.
Roll Call: all aye.