

WAUCONDA PARK DISTRICT
Board Meeting
October 8, 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 and Peggy Amundson.

Approval of Minutes

Approval of the Regular Session Minutes from September 24, 2019 was motioned by Commissioner Geary and seconded by Commissioner Starkey. Commissioner Kadlec stated she wished to clarify her comment regarding the speed indicator. She stated that she thought the Village was going to install one. Roll Call: all aye.

Comments from Public

None

Communications

None

Approval of Bills

Approval of the disbursements from September 25, 2019 to October 8, 2019 in the amount of \$526,790.73 was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye. Commissioner Kadlec inquired about the reimbursement to Commissioner Berrelez for 2019 Art on Main Street Chair. Executive Director Burton advised that the Park District in conjunction with the Wauconda Park Foundation had purchased a chair for this event held earlier in September and Commissioner Berrelez volunteered to paint the chair. The reimbursement to her was for supplies.

Committee Reports

- A. Recreation – Written report submitted. Director Staton reviewed his report with board members. Regarding Youth Sports and the associated storage space, Commissioner Kadlec asked what would happen if the items stored, belonging to the affiliates were ever stolen from the boat house. Executive Director Burton advised that a claim would be filed with PDRMA and reminded them that there was a \$1,000.00 deductible. Commissioner Starkey asked if the number of cancelled classes was normal. Director Staton stated that the number of programs seemed to be increasing and less classes are being cancelled than last fall. Director Staton included a report regarding increasing the rates for the Before and After School Club program. He included a summary of surrounding park districts and their associated rates for comparison. He advised that they planned on increasing the prices by 6% starting the 2020/2021 school year. Commissioner Geary asked for the cost per child in the Club program. Director Staton

advised he did not have that information. Executive Director Burton advised that the current rates now cover the expenses. Director Staton also included the requested information regarding “no charge” special events. Under the “Trick or Treat on Main Street”, Commissioner Kadlec asked if we made a donation to the WHS drama club for last year’s event. Director Staton advised that no donation was made this year, but that one was made the previous year. Regarding the cost for the Fireworks event, Commissioner Kadlec asked if the cost of the porta potties and the DJ were included in the reported amount. Executive Director Burton advised, yes, they were.

- B. Finance – No report. Executive Director Burton advised that the auditors would most likely be at one of the November board meetings.
- C. Maintenance – Written report submitted. Executive Director Burton reviewed the report with board members. Commissioner Kadlec inquired if Director Drinkwine would be attending future board meetings. Executive Director Burton informed her that yes, he would be attending future board meetings but he currently was dealing with a family matter.
- D. Risk Management – No report.
- E. W-Fest – Executive Director Burton advised that the next meeting will be October 17th at 6:30 p.m. to do a recap of this year’s Fest.
- F. Administration – Executive Director Burton reviewed her report with board members. Executive Director Burton asked board members for their thoughts about not installing holiday lights at Memorial Park, due to the height of the trees and it would require renting a lift to get up to the top of the trees along with purchasing additional lights. She recommended doing a lighted sign with Happy Holidays instead. There was discussion on the matter. Commissioner Kadlec suggested putting up a couple of artificial decorated trees with a lighted season’s greetings banner in between. The Board agreed with staff’s recommendation not to light the two trees, but finding some type of alternate decoration to put at Memorial Park.

Executive Director Burton asked if board members would be available for a photo with the Wauconda Park Foundation Committee on October 22nd at 6 p.m. She informed board members that the Foundation wishes to make a \$20,000 donation towards the Phil’s Beach project. Commissioner Starkey advised he would be out of town. It was decided to change it to October 28th so all board members could attend. Executive Director Burton advised that she would confirm with the Foundation members on this date and time.

Business

- A. Wauconda Community Bank Loan/Phil’s Beach – A motion to accept the proposal from Wauconda Community Bank for a 4-month loan in the amount of \$312,192.00 was

made by Commissioner Starkey and seconded by Commissioner Berrelez. Roll Call: all aye.

- B. Restrictive Covenant Phil's Beach – A motion to accept the Declaration of Restrictive Covenant regarding the Wauconda Park District property commonly known as 333-336 Main Street, Wauconda, Lake County, Illinois was made by Commissioner Berrelez and seconded by Commissioner Geary. Roll Call: all aye.
- C. Village of Wauconda Lease Agreement - Executive Director Burton included a letter from Commissioner Kadlec to Mayor Knight in 2018, regarding a possible partnership for the use of the new Phil's Beach parking lot when the beach is not open for business. She stated the Village Administrator Timony has contacted her regarding the matter and informed her that the Village budgeted \$50,000 for assistance with the development of the parking lot. She included a draft copy of a lease agreement for board members to review. She advised that this still needed to go to our attorney before submitting it back to the Village. There was discussion regarding the amount of time (25 years) the agreement was for, the hours for parking allowed and Commissioner Kadlec noted that the parking lot is not solely owned by the Park District, as stated in the first paragraph. The board members requested that Executive Director Burton to negotiate the length of time of the agreement from 25 to 15 years, and that they wanted the lot to be closed off by midnight, instead of 2 a.m.
- D. 2020 PDRMA Health Plan Selection – A motion to accept the recommendation of staff for the 2020 PDRMA Health Plan to include the PPO \$1,500 Deductible Plan with Rx 1 and a BCBS HMO with Rx 1 was made by Commissioner Geary and seconded by Commissioner Bader. Roll Call: all aye.
- E. Speer Financial Advisors – Executive Director Burton and Business Manager Malloy recently met with Speer Financial Advisors to discuss the District's potential bond issuance in 2019. She informed the board members that the firm the District has used in the past (Ehlers) has moved out of the area and necessitated the search for a new adviser. She included a "Planning Packet" from Speer, adding that they have assisted many other Illinois park districts in this matter. She stated that no action was needed by the Board at this time and staff will continue to work with Speer Financial on this process.

Unfinished Business

None

Commissioners Comment

Commissioner Starkey stated that he was at the last Village meeting that Executive Director Burton presented a "Thank you" along with some goodies for the assistance that EMA provides for our annual events, and that it was heartfelt and that they appreciated it. Commissioner Starkey asked about the status of the sponsorship packet. Executive Director Burton advised that staff is planning on meeting with two-three potential sponsors to get

their feedback on the information. She also stated that the information will be in our upcoming brochure. Commissioner Starkey suggested doing a winter event tied in with business and that he was willing to draft a proposal for an event. Commissioner Kadlec asked that he bring his proposal to Executive Director Burton and Director Staton before presenting it to the Board.

Commissioner Kadlec asked if the neighbors to the south of the Phil's Beach project had been notified that there would be no changes in the installation of the fence between the properties. Executive Director Burton advised no, as she is waiting on confirming the installation date with Custom Built. Commissioner Kadlec asked if we needed help for the Preschool program. Director Staton advised that he had advised at the last meeting, that staffing was full and the very next day one of the staff gave notice. There is a temporary former preschool aide who is filling in, but only until the end of the year. Commissioner Kadlec requested a recap for this year's Women's Golf Outing.

Executive Session

None

Adjournment

At 8:32 p.m., Commissioner Geary motioned to adjourn, seconded by Commissioner Bader. Roll Call: all aye.