

WAUCONDA PARK DISTRICT
Board Meeting
September 8, 2020 – 7:00 p.m.
Community Center

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

Approval of Minutes

Approval of the Regular Session Minutes of August 11, 2020 was motioned by Commissioner Bader and seconded by Commissioner Berrelez. Roll Call: all aye.

Comments from Public

None

Communications

None

Approval of Bills

Approval of the disbursements from August 12 – 25, 2020, in the amount of \$38,278.02 was motioned by Commissioner Geary and seconded by Commissioner Bader Roll Call: all aye.

Approval of the disbursements from August 26 – September 8, 2020, in the amount of \$45,130.42 was motioned by Commissioner Geary and seconded by Commissioner Bader. Roll Call: all aye.

Committee Reports

- A. Recreation – Director Staton reviewed his report and provided a summary of recreation programs that are currently going on. The Club program which runs all day and includes e-learning, has between 5 and 15 participants per day. With the exception of some technical difficulties the first day, the program has been going very well. Staff has done an excellent job transitioning into e-learning with the participants. The School District has been very supportive of our program and has provided staff training, additional hot spots, and Chrome books.

The District has contracted with Hot Shots, for tennis lessons this Fall and looking to use them in Winter/Spring. Commissioner Kadlec inquired if the District would be receiving the same financial percentage as they did with 5-Star Sports. Director Staton stated yes. The softball league has two weeks remaining in the regular season followed by two weeks of playoffs. Yoga classes have been held at Phil's Beach on Sundays with Silver Lotus. Commissioner Kadlec inquired if staff were aware that free farm vegetables were being given away at class and was concerned if there were any issues with doing this

since it is a District program. Staff commented they were aware this was occurring. Director Staton clarified that Silver Lotus is paying a rental fee for usage of the park. Commissioner Geary commented that staff may want to check with PDRMA on the matter. In-person dance classes will begin on September 14. Preschool is scheduled to start on September 10. Registration is lower than a typical year with (53) participants. Currently there are (27) participants registered in our on-line preschool. Staff continues to hold the Go Wauconda walking program on Thursday evenings. Director Staton stated that two senior events are being planned at Phil's Beach in September. The Chamber's Women in Business program will also be holding their meeting at Phil's. Commissioner Bader asked if staff has advertise the fact that this will be the last weekend for Phil's. Director Staton stated they have been posting the facility was open until then.

- B. Finance – Executive Director Burton reviewed the July financial report with board members. She stated the District has received approximately fifty percent of its property tax revenues so far. Recreation program revenue has been hit the hardest during the COVID-19 pandemic. Program revenues for the month of July totaled \$15,888, compared to \$118,900 the previous year. Phil's Beach revenue has been higher than originally anticipated. For the month of July, \$20,800 was collected in daily fees. The Wauconda Fest Fund is anticipated to finish the year at a loss of approximately \$75,000. Commissioner Bader asked if there was a way not to rely on the Fest for covering a portion of staff salaries. Executive Director Burton stated that reallocating a portion of salaries could be done but those funds would probably show a deficit at the end of the year.
- C. Park Maintenance – Executive Director Burton reviewed Director Drinkwine's written report. Staff have been working at the Beach House cleaning and waxing floors, sealing outside of building to protect from water damage and seal coating the parking lot. Staff have also purchased irrigation equipment and pumps in order to be able to use lake water for watering landscaping.
- D. Risk Management – No report.
- E. W-Fest – No report. Commissioner Kadlec inquired if there was going to be a Committee Meeting in the near future. Executive Director Burton stated that she did not have one planned. Commissioners thought it may be a good idea to send an update out to the Committee in regards to what to what bands have been secured to come back next year and what other contracts were we able to push to 2021. Executive Director Burton that agreed that would be a good idea to do and will send an update out.
- F. Administration – Executive Director Burton reviewed her written report. She stated that the transition to Lauterbach & Amen for financial services is going well. The District is also in the midst of their annual audit with Sikich at this time. A bid for seal coating the parking lots and walking path at Cook Park has been published with a due date of September 16, 2020. Staff is currently looking at purchasing air purification units that

will eliminate viruses and bacteria from spaces. These units would be used in District facilities. Executive Director Burton stated that this type of equipment should be eligible for reimbursement through the County's COVID Relief Fund.

Business

- A. Phil's Beach Dumpster Enclosure – Executive Director Burton stated that alternate dumpster location on the southwest side of the parking will not work. The Village had some concerns about the enclosure being in close proximity to storm sewer inlets. The enclosure can be moved across the parking from that location. This location would require a cement pad to be poured. Cost for the new enclosure is approximately \$6650. Staff recapped the discussion that occurred at the last meeting in regards to the additional requests Mr. Prate wish to include in the easement agreement. The requests included having an additional parking space from the two that are already designated Main St. Taco parking, to include a designated tenant parking space. In addition he wishes to have all (3) spaces as part of the easement agreement not the waste hauling agreement as originally agreed upon. Executive Director Burton explained to the Board that if the parking spaces were included into the easement agreement it would mean that they are part of the easement agreement permanently. When the property is sold the spaces go with the new property owner. She stated that Adam Simon, Ancel, Glink was not recommending do this. It would not be in the best interest of the District, especially since we have no control over what type of business may go in there in the future. The Board was not in favor of having a parking space for the tenant, due to the fact that there is no overnight parking in any of the District lots. In lieu of that parking space, the Board would be willing to allow an additional Main St. parking space in the lot. This would free up a space on Main St. Taco property that could be used for tenant parking. The Board agreed that it would not be in the best interest of the District to have the parking spaces part of the easement agreement. They wish to have them remain in the waste hauler agreement.
- B. Drone Regulations on Park Property – The Board chose to table this item until Commissioner Starkey was present since he requested the District review the current ordinance.
- C. Intergovernmental Agreement COVID-19 Relief Fund – A motion to approve the Intergovernmental Agreement for COVID-19 Relief Fund between the County of Lake and Wauconda Park District was made by Commissioner Bader and seconded by Commissioner Geary. Roll Call: all aye.
- D. Boat Access Grant – A motion to approve the Illinois Boat Access and Area Development Grant Financial Certification was made by Commissioner Berrelez and seconded by Commissioner Bader. Roll Call: all aye.

- E. Wauconda Community Bank Account Signers – A motion to appoint the following individuals; John Bader, Nancy Burton, Cari Berrelez, Eileen Geary, Wanda Kadlec as signers on District accounts at Wauconda Community Bank, a branch

Unfinished Business

None

Commissioners Comment

Commissioner Kadlec inquired about the policy regarding golf carts in the park. Staff indicated that no motorized vehicles were allowed in the park. She stated that she saw a golf cart drive through the park and dropped off girls to softball practice. She also stated that a police vehicle was in the parking lot and did not address this matter with the user.

Commissioner Berrelez stated that she appreciated the face masks that Sweeps and Sculls provided board members. commented that Phil’s Beach looked nice and it appeared that patrons were socially distancing themselves nicely.

Executive Session

None

Adjournment

At 8:33 p.m., Commissioner Starkey motioned to adjourn, seconded by Commissioner Bader. Roll Call: all aye.