

**WAUCONDA PARK DISTRICT**  
**Board Meeting**  
**August 11, 2020 – 7:00 p.m.**  
**Community Center**

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

Approval of Minutes

Approval of the Regular Session Minutes of July 14, 2020 was motioned by Commissioner Starkey and seconded by Commissioner Starkey. Roll Call: all aye.

Approval of the Public Hearing Minutes of July 27, 2020 was motioned by Commissioner Bader and seconded by Commissioner Starkey. Roll Call: all aye.

Approval of the Special Meeting Minutes of July 27, 2020 was motioned by Commissioner Starkey and seconded by Commissioner Bader. Roll Call: all aye.

Comments from Public

Michael Prate, in attendance to discuss Phil's Beach easement and dumpster enclosure.

Communications

None

Approval of Bills

Approval of the disbursements from July 15 – 28, 2020, in the amount of \$32,305.51 was motioned by Commissioner Bader and seconded by Commissioner Starkey. Roll Call: all aye.

Approval of the disbursements from July 28 – August 11, 2020, in the amount of \$69,614.30 was motioned by Commissioner Starkey 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. He stated that staff had planned out the Club program to accommodate the hybrid schedule the school district was using. However, the school district has now made the decision to conduct remote classes completely. Staff is currently changing the program now to accommodate full day care, Monday – Friday, 8:00 am – 5:00 pm. The program will oversee e-learning during a portion of the day. Staff is working with the School District to gain insight on what a typical e-learning day will look like. Director Staton stated in addition to the Club program, the As We Grow Preschool program will be held this fall. Staff is also looking into possibly offering

a virtual preschool class, since some parents have expressed an interest in this type of program. Due to COVID 19, the annual senior picnic has been cancelled. Staff is hoping that they will be able to hold the annual New Year's Eve party. The fall brochure is on-line and registration begin August 10, for residents. It was decided not to print or mail out the fall brochure due to the COVID and the continued changing environment. This is a cost savings of \$13,000 to the District. The average attendance per day at Phil's Beach has been 160, average revenue is \$1,000 per day. Commissioner Bader asked what type of concession items were being sold. Director Staton that items were all pre-packaged this season. Commissioner Berrelez asked what was sold at the other beach last year. Staff informed her that hot dogs, nachos and pizza, in addition to ice cream and candy. Director Burton stated that next season the number of items will increase.

- B. Finance – Executive Director Burton stated that the firm of Lauterbach & Amen was hired to handle the financial management responsibilities that Maura Malloy, Accounting Manager did prior to her leaving. She stated that she met with a representative from the firm today to review responsibilities and get a better understanding of the District's operations. They will be taking over the payroll processing next week.
- C. Park Maintenance – Director Drinkwine submitted a written report. Executive Director Burton stated that staff will be working on asphalt patches hopefully next week. In addition, staff is getting pricing proposals to seal coat the main lot, softball lot and fishing pier road and circle.
- D. Risk Management – No report.
- E. W-Fest – No report.
- F. Administration – Executive Director Burton stated that Lindy's Landing has chosen not to proceed with their concert series at this time. She stated that Lindy's was very appreciative of the District efforts in working with them. The Fire Department has also cancelled their event scheduled for September 12, 2020 at Phil's Beach due to COVID. The Golf Committee has chosen to cancel this year's outing due to COVID related issues.

#### Business

- A. Phil's Beach Dumpster Enclosure – Vice President Berrelez stated that she wished to move this item up on the agenda since Michael Prate was in attendance. Mr. Prate stated that both attorneys are working on the easement agreement and it is almost finalized. There were two issues that needed to be address; the dumpster location and obtaining an additional parking space for building tenant. Mr. Prate was requesting relocation of the dumpster to the other side of the parking lot as previously discussed. Executive Director Burton stated now that beach operations were up and running, it gave staff a better insight into the operations of the facility. Staff was recommending

moving the dumpster to the end of the parking lot closer to Osage Street. She stated that they were looking at using the existing sidewalk as the dumpster pad which could cut down on the cost. She needed to confirm with the Village to see if that location would be acceptable, in addition to Hitchcock to make sure there were no issues regarding the spillway area. Staff felt that this location was best because it provides easy access for garbage truck and it is not in close proximity to any homes. Mr. Prate agreed with that location. Mr. Prate stated that the original agreement for the shared dumpster which includes the parking spaces called for a 5 year term. He is requesting that the parking spaces be perpetual, and stay with the property. Executive Director Burton explained this was the first that she has heard of this change and needed to review the matter with the District's attorney before the Board made any final decision. She also confirmed with Mr. Prate that he will be sharing in the cost of moving the enclosure. No final action was taken on either issue. Staff was directed to continue reviewing the matter and finalizing the agreements.

- B. Fitness First Hours Recommendation – A motion to approve the recommended change in hours for Fitness First, Monday-Friday 5 am – 8 pm, Saturday & Sunday 7 am – 1 pm, was made by Commissioner Starkey and seconded by Commissioner Bader: Roll Call: all aye.
- C. Drone Ordinance – Executive Director Burton reviewed the District's existing ordinance which was vague and did not specifically address drones. She stated that there are more individuals using drones and it would be in the best interest of the District to update their existing ordinance. A draft ordinance was presented and reviewed which included a permit application that individuals would need to complete prior to be allowed to fly a drone on District property. The District's attorney along with PDRMA supported the idea of choosing a specific park that drones could be flown in. The Board agreed that the ordinance should be changed and be more specific to drones. They requested staff to gather additional information from surrounding Districts to see if they allowed drones in any of their park sites, in addition to finding out the Village's current ordinance.
- D. Phil's Beach Special Events – Executive Director Burton recommended that due to the continued changing environment of COVID, the District should reconsider holding its VIP event scheduled for September 11, 2020. The consensus of the Board was to cancel the event and reschedule it prior to opening day in 2021. The Board also discussed if the park could be open after Labor Day. Staff stated that there would be no swimming allowed which may be difficult to monitor unless we have staff present on site. She stated that staff will review the matter further to see what options they could offer.

Unfinished Business

None

Commissioners Comment

Commissioner Berrelez commented that Phil's Beach looked nice and it appeared that

patrons were socially distancing themselves nicely.

Executive Session

None

Adjournment

At 8:30 p.m., Commissioner Starkey motioned to adjourn, seconded by Commissioner Bader. Roll Call: all aye.