

**WAUCONDA PARK DISTRICT**  
**Board Meeting**  
**October 27, 2020**  
**Community Center**

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

Approval of Minutes

Approval of the Regular Session Minutes of October 13, 2020, was motioned by Commissioner Berrelez and seconded by Commissioner Starkey. Roll Call: all aye.

Comments from the Public

None

Communications

NRPA informational flyer.

Approval of Bills

Approval of the disbursements from October 14 - 27, 2020 in the amount of \$34,733.43 was motioned by Commissioner Bader and seconded by Commissioner Geary. Commissioner Kadlec explained that the invoice for financial services was being split between accounts, similar to the Business Manager's salary. Roll call: all aye.

Committee Reports

- A. Recreation – No written report, Director Staton was on vacation. Executive Director Burton updated the Board on the Spooky Stories and Trick and Treat parade held over the weekend. She stated both events were very well received. Staff revamped the Club program to adjust to the new hybrid schedule only to find out that school was going to stay completely remote. Youth basketball has now been designated a high risk program under COVID guidelines, which will require staff to restructure the league to more of a clinic format.
- B. Finance – Executive Director Burton reviewed the September financial report with Board members.
- C. Maintenance – No written report. Executive Director Burton stated that park staff have begun repairing the boardwalk in Cook Park. Park staff will be tree trimming and chipping next week at various park sites.

- D. Risk Management – Written report submitted. Executive Director Burton stated that Mark Ftacek, Administrative Support Supervisor oversaw the COVID testing on October 15, 2020, which ran very smoothly. Advocate Good Shepherd has contacted the District about setting up a drive thru flu shot event. Staff is currently reviewing schedules to see if they can accommodate this event.
- E. W-Fest – No report.
- F. Administration – Executive Director Burton reviewed her written report. She stated that the District closed on the Callahan property, proceeds total approximately \$30,000. Staff submitted two grant applications to Lake County, one for CARES funding and one for Childcare funding. She informed Board members that the Community Center will be only be open November 3, 2020 for elections. All programs have been cancelled and Fitness First will be closed. Sweeps & Skulls representatives have requested a meeting with staff to discuss the future of their program. Executive Director Burton clarified with the Board their decisions at the previous meeting relating to the 2021 season.
- G. I am currently budgeting and planning for the future of my organization and I need some additional information from you. I need to meet with you at your earliest convenience so that I have a clear understanding of where we are currently and where we are heading.

#### New Business

- A. Intergovernmental Agreement Phil's Beach Parking Lot – Executive Director Burton reviewed the IGA draft agreement with the Village of Wauconda for the usage of Phil's Beach Parking lot. Board members had no additional changes to the agreement. Executive Director explained that the Board will not be able to approve the agreement until the non-exclusive easement relating to the Prate property is recorded. Once that is completed both the Village of Wauconda and the District can move forward with the approval of the agreement.
- B. Ordinance 2020-07 Disposal of Surplus Property – A motion to approve Ordinance 2020-07, authorizing the sale or other conveyance or disposal of surplus personal property of the Wauconda Park District was made by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.
- C. Revised Ordinance 2.03 relating to Drone Usage – This item was tabled to the next meeting so staff can correct the ordinance to include the addition of model rockets.
- D. 2021 Part-Time Pay Scales – A motion was made by Commissioner Bader to approve the 2021 part time pay scales, seconded by Commissioner Berrelez. Commissioner Kadlec inquired if the starting rate for lifeguards was higher than other communities. Executive

Director Burton stated wages were higher in order to recruit the amount of guards the District needs to have for the facility. Roll Call: all aye.

Unfinished Business

None

Commissioners Comments

None

Executive Session

None

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

None

Adjournment

At 8:03 pm Commissioner Bader made a motion to adjourn, seconded by Commissioner Berrelez. Roll call: all aye.