

WAUCONDA PARK DISTRICT
Board Meeting
March 30, 2021
Community Center

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

Approval of Minutes

Approval of the Regular Session Minutes of March 9, 2021, was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: all aye.

Approval of the Executive Session Minutes of March 9, 2021, was motioned by Commissioner Geary and seconded by Commissioner Bader. Roll Call: all aye.

Comments from the Public

James Carr, 224 Orton Ave., Wauconda, was in attendance along with Michelle Micelli, 653 E. Liberty St., Wauconda.

Communications

Thank you notes regarding Egg Hunt event.

Approval of Bills

Approval of disbursements from March 10 - 23, 2021 in the amount of \$44,459.66 was motioned by Commissioner Geary and seconded by Commissioner Berrelez. Roll Call: All aye

Committee Reports

- A. Recreation – No written report. Director Staton updated the Board on the Egg Hunt event that took place on March 27, 2020. The event had to be restructured due to COVID. Staff created two separate areas to use for the hunt. Participation was limited to 50 per time slot, 250 individuals were registered for the event. Staff heard many positive comments regarding the event and appreciated the District not cancelling the event this year. Staff is working on figuring out the Before and After School Club program now that school is going back full time on April 12, 2021. The summer program guide is in its final stages. Commissioner Starkey asked if the Go Wauconda program will be held again this summer. Director Staton stated yes and it will be starting in May. Commissioner Starkey suggested that maybe it be switched to a different night than Thursday since the Farmers Market is on the same day. Director Staton commented that originally staff thought that it would be beneficial to hold the program on Thursdays since there were concerts in the parks and the Farmers Market. However, that was not the case. Walkers came just for the Go Wauconda program.
- B. Finance – Executive Director Burton reviewed the February budget report and account balances. She stated that the District has received all its property tax revenue. The District has received the final levy figures for the upcoming year. The District's EAV

increased which results in an additional \$44,000 in property tax revenue for coming year. A tax rate comparison report of Lake County Park Districts was presented. The District's tax rate of 0.460, is the third lowest in the County.

- C. Park Maintenance – No written report. Executive Director Burton stated that it was necessary for the District to rent a tractor from Buck Bros. in order to complete the spring projects including marina installation, playground mulch and field prep. The new tractor is not expected to be delivered until June or July. Park staff are currently working on cleaning and detailing parks from the winter, installation of playground mulch, building of life guard raft and life jacket rack.

- D. Risk Management/Adm. Support – No report.

- E. W-Fest – Executive Director Burton provided the Board with an update from the Committee meeting which was held on March 23, 2021. Staff met with representatives from Skinner to review layout changes. Skinner will be spreading out the kiddie rides to the grass parking area. This move will also create an open space which picnic tables can be set for seating and social distancing. The Fest Committee chose to increase button prices to \$4. The last increase was done in 2013. The Committee felt that expenses continue to rise each year and this increase will help offset some of those cost. The next Committee meeting is scheduled for April 28, 2021 at 6:30 p.m.

- F. Administration – Written report submitted. Executive Director stated that staff have met with Village representatives to review procedures for the shared parking lot at Phil's Beach. The District received notification that they were not chosen to receive the PARC grant which would have allowed the District to add additional programming space and renovate the Community Center.

New Business

- A. Affiliate Agreements Wauconda Baseball / Softball / Northern Ice / WAYSC – A motion to approve the affiliate agreements as presented was made by Commissioner Starkey and seconded by Commissioner Berrelez. Roll Call: all aye.

- B. 2019/2020 Audit Review – Executive Director Burton reviewed the audit findings provided by Sikich and explained that the process this year took longer than anticipated due to the timing of staff leaving, hiring of Lauterbach & Amen and COVID-19. A motion to approve the 2019-2020 audit was made by Commissioner Bader and seconded by Commissioner Geary. Roll Call: all aye.

- C. Capital Improvement Projects 2021 – Staff reviewed the capital projects being budgeted for in the upcoming fiscal year. Executive Director Burton stated that the District is still feeling the financial implications from COVID-19, which may put projects on hold or be scaled back. The capital budget does include the District’s contingency fund of \$400,000. The Board agreed with the projects outlined. Executive Director Burton stated that she will now include these projects into the 2021/22 budget, and begin working on the Budget & Appropriation ordinance.

Commissioners Comments

None

Executive Session

At 7:40 p.m., a motion to go into Executive Session for the purpose of discussing litigation, pending or imminent 5 ILCS 120/2 (c)(11), Personnel, the appointment, compensation, discipline, performance or dismissal of specific employees 5 ILCS 12/2 (c)(11), Real Estate, the purchase or lease (Buy) 5 ILCS 120/2 (c)(5) or Setting Price for Sale/Lease 5 ILCS 120/2 (c)(6), was made by Commissioner Berrelez and seconded by Commissioner Starkey. Roll Call: all aye.

At 9:54 p.m., a motion to come out of executive session and return to the regular board meeting was made by Commissioner Berrelez and seconded by Commissioner Geary.

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

None

Adjournment

At 9:55 p.m., Commissioner Starkey made a motion to adjourn, seconded by Commissioner Berrelez. Roll call: all aye.