

MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE GENESEO PARK DISTRICT, HELD ON DECEMBER 13, 2016, AT 501 EAST NORTH STREET GENESEO, ILLINOIS AT THE HOUR OF 5:00 P.M.

The meeting was held pursuant to the notice posted in the office of the Park District. The meeting was called to order and upon the roll being called, the following Park Commissioners were physically present at said location: Kathleen Repass, Caryn Vandersnick and Greg Heaton. Also present were Andy Thurman, Executive Director; Paula Verbeck, Superintendent of Finance and Administration/Treasurer; Scott Himmelman, Superintendent of Facilities; Jackie Beach, Recreation/Aquatics Supervisor; Jodie Olson, Administrative Assistant and Jim Nash, Park District Attorney. Citizens in attendance were: none.

President Repass acted as Chairman of the meeting and Commissioner Heaton acted as Secretary. President Repass announced that a quorum was present and the meeting having been duly convened was ready to proceed with its business.

APPROVAL OF MINUTES: Upon a motion duly made by Commissioner Heaton and seconded by Commissioner Vandersnick, the minutes of the special meeting held on November 8, 2016, were approved as follows:

Heaton – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent; Wirth - Absent

Upon a motion duly made by Commissioner Vandersnick and seconded by Commissioner Heaton, the minutes of the regular meeting held on November 16, 2016, were approved as follows:

Heaton – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent; Wirth - Absent

DISBURSEMENT REPORT: Mrs. Verbeck presented the disbursement report to the Board. After a discussion and upon a motion duly made by Commissioner Heaton and seconded by Commissioner Vandersnick, the bills totaling Capital Improvement Fund - \$406,945.99; Central Theater Fund - \$7,179.20; Corporate Fund - \$9,923.85; Daycare - \$1,057.21; Liability Fund -

\$3,297.31; Recreation Fund - \$36,027.11 and Social Security Fund - \$3,966.10 were approved as follows: *Heaton – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent; Wirth - Absent*

TREASURER’S REPORT: Mrs. Verbeck presented the November 2016 Treasurer's report to the Board. After a discussion and upon a motion duly made by Commissioner Heaton and seconded by Commissioner Vandersnick, the Treasurer’s report was approved as follows:

Heaton – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent; Wirth - Absent

A motion to transfer money between line items within the fund was made by Commissioner Vandersnick, seconded by Commissioner Heaton, and approved as follows:

Heaton – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent; Wirth - Absent

REPORT OF OFFICERS

Superintendent of Recreation: Mr. Thurman presented the November 2016 Recreation reports to the Board. Mr. Thurman reported Andrew Sigwalt has accepted the position of Superintendent of Recreation and will begin employment on January 9th, 2016.

Superintendent of Finance and Administration: Mrs. Verbeck reported she is working on the audit for the PARC grant and it is going very well. Mrs. Verbeck is meeting with Ron Amen from Lauterbach and Amen on December 20th.

Superintendent of Facilities: Mr. Himmelman reported JF Edwards and EIP donated eleven new lights to the parking lots of the community center. This donation replaced the current front parking lot lights and replaced the lights in front of Growth Inc. They also installed four new lights in the northwest parking lot near the indoor pool. JF Edwards and EIP donated the time and materials for this project resulting in over \$100,000 in donations. The project began on November 28th, 2016 and was completed on December 9th, 2016. The indoor pool will be shut down for annual maintenance December 19th – 25th. The indoor pool gutter system will be resurfaced and a broken flange in the indoor pool filter room will be repaired during shutdown.

Central Theater is doing very well. Rogue 1 will show on opening night December 15th.

Commissioners: Commissioner Vandernick inquired about the dedication plaque for the aquatic center. Mrs. Verbeck stated it will be installed after the PARC grant is received.

Citizen Input: none.

UNFINISHED BUSINESS

Strategic Plan Update: Staff explained the four initiatives for board approval. Initiative #1: revitalize and expand aging facilities. Initiative #2: enhance resident experience at programs and events. Initiative #3: strengthen community relationships and increase community awareness. Initiative #4: financial planning for long-term sustainability. A discussion was held and board comments were received. Commissioner Vandernick made a motion to approve the draft of the strategic plan with the boards' revisions. The motion was seconded by Commissioner Heaton and approved as follows:

Heaton – Yes; Vandernick – Yes; Repass – Yes; Woulf – Absent; Wirth - Absent

The final document will be presented at the January board meeting.

2017 Salary Schedule: In anticipation of Department of Labor overtime rules we changed the Administrative Assistant position from salary to hourly effective January 1, 2017. Since then a federal district judge issued a nationwide injunction against the new law. In the ruling the judge found that the new salary level is unlawful as are the automatic adjustments to the minimum salary level for white collar exemptions set to take place beginning in 2020. Mrs. Verbeck has researched this topic and given this injunction and after communicating with other Park District's it is her recommendation that the Administrative Assistant position not change to hourly January 1, 2017 but instead remain a salaried position. Upon a motion made by Commissioner Heaton and seconded by Commissioner Vandernick the revised 2017 Salary Schedule was approved as follows

Heaton – Yes; Vandernick – Yes; Repass – Yes; Woulf – Absent; Wirth - Absent

City Collaboration Projects Discussion: In October the City of Geneseo presented a plan to all taxing bodies in Geneseo to collaborate and pay for a left turn lane into a new housing addition north of the High School on Route 82. The Board discussed the turn lane project and is supportive of the development project. Due to many unanswered questions, we are unclear of the park districts' role at this time. A motion was not made and the subject was tabled.

The Geneseo Park District has been asked to collaborate with the City of Geneseo, School District and local businesses to work on a "Geneseo" brand. The Park District has been asked to contribute monetarily. After a discussion and due to our small marketing budget, a motion was made by Commissioner Heaton to not contribute monetarily and instead collaborate through other avenues. The motion was seconded by Commissioner Vandernick and approved as follows:

Heaton – Yes; Vandernick – Yes; Repass – Yes; Woulf – Absent; Wirth - Absent

The Park District is currently working with the City on tourism signage on the interstate. The new blue Events and Attractions sign will include: Historic Shopping & Art District, Richmond Hill Disc Golf Course, Geneseo Historical Museum, Lionstone Brewing Company, Geneseo Brewing Company, and the Geneseo Park District Aquatic Center.

NEW BUSINESS

Tax Levy Ordinance #2016-144: Mrs. Verbeck presented Tax Levy Ordinance #2016-144 to the board for review. Upon a motion made by Commissioner Vandernick and seconded by Commissioner Heaton, Tax Levy Ordinance #2016-144 was approved as follows:

Heaton – Yes; Vandernick – Yes; Repass – Yes; Woulf – Absent; Wirth - Absent

Travel Reimbursement Policy Ordinance #2016-145: Mr. Thurman presented Travel Reimbursement Policy Ordinance #2016-145 to the board for review. The Illinois General Assembly recently passed P.A. 99-604 adopting the Local Government Travel Expense Control Act. That law places new obligations on local governments regarding reimbursement of local officials' expenses. The law goes into effect on January 1, 2017. The Act requires the Park

District to adopt by ordinance or resolution a local policy on expense reimbursements and to approve by roll call vote of the corporate authorities any expenses that exceed the maximum allowable reimbursement established by the local policy. The new law also prohibits the Park District from reimbursing entertainment expenses. After a discussion and upon a motion made by Commissioner Heaton and seconded by Commissioner Vandersnick, Travel Reimbursement Policy Ordinance #2016-145 was approved as follows:

Heaton – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent; Wirth - Absent

Tentative Budget and Appropriation Ordinance #2017-146: Mrs. Verbeck presented Tentative Budget and Appropriation Ordinance #2017-146 to the Board for review. After a discussion and upon a motion made by Commissioner Vandersnick and seconded by Commissioner Heaton, Tentative Budget and Appropriation Ordinance #2017-146 was approved as follows:

Heaton – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent; Wirth - Absent

The tentative budget and appropriation ordinance will be made available for public inspection.

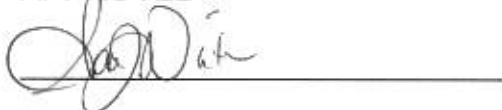
Geneseo Chamber of Commerce Dues: Mr. Thurman shared a letter from the Chamber regarding 2017 membership dues. The Geneseo Park District is in Schedule A under "5-9" full-time employees.

ADJOURNMENT: There being no further business to come before the Board and upon a motion duly made by Commissioner Heaton and seconded by Commissioner Vandersnick the meeting was adjourned at 6:56 P.M.



President

APPROVED



Secretary