

**MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE GENESEO PARK DISTRICT, HELD ON NOVEMBER 8, 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: Caryn Vandersnick, Joe Woulf and Greg Heaton. Also present were Andy Thurman, Executive Director; Paula Verbeck, Superintendent of Finance and Administration/Treasurer; Scott Himmelman, Superintendent of Facilities and Jim Nash, Park District Attorney. Citizens in attendance were: Lisa Kotter, City Administrator.

A motion to appoint Vice President Woulf as President Pro tem in President Repass' absence was made by Commissioner Vandersnick, seconded by Commissioner Heaton and approved by all.

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

**CITY COLLOBARATION PROJECTS:** City Administration Lisa Kotter discussed the city's request to have Geneseo taxing districts' each contribute to pay for the turn lane for the Mel Foster housing addition north of the High School. Mel Foster has agreed to open up phase 1 of the addition if the turn lane is put in. The city has the money to pay for the turn lane up front and is proposing that the following taxing bodies contribute a percentage based on their current tax rate percentage: Geneseo School District \$67%, Geneseo Township \$1%, Geneseo Fire District 5%, Geneseo Road District 4%, City of Geneseo 9%, Geneseo Park District 8%, Geneseo Library 3% and Hammond Henry Hospital 3%. Based on an estimated project total of \$400,000 with a 2% interest charge the Geneseo Park District's contribution would be \$39,283. There would be an option to pay that amount up front, pay it off over a period of time or pay for it as

each house was built.

City Administration Lisa Kotter informed the Board that another area of collaboration the City is proposing is supporting a city wide marketing plan being developed by Mindfire. The total cost of the plan is \$40,000. The city is proposing they contribute \$20,000, the School District \$10,000 - \$12,000 and \$10,000 coming from other businesses in town.

**APPROVAL OF MINUTES:** Upon a motion duly made by Commissioner Heaton and seconded by Commissioner Vandersnick, the minutes of the regular meeting held on October 11, 2016, were approved as follows:

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

Upon a motion duly made by Commissioner Vandersnick and seconded by Commissioner Heaton, the minutes of the closed meeting held on October 11, 2016, were approved as follows:

*Heaton – Yes; Vandersnick – Yes; Woulf – Yes; Wirth – Absent; Repass – 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 - \$512,182.40; Central Theater Fund - \$7,871.52; Corporate Fund - \$11,457.32; Daycare - \$740.28; IMRF - \$2,584.30; Liability Fund - \$3,372.21; Recreation Fund - \$32,670.06 and Social Security Fund - \$4,646.96 were approved as follows:

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

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

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

## **REPORT OF OFFICERS**

**Superintendent of Recreation:** Mr. Thurman presented the October 2016 Recreation reports to the Board. Mr. Thurman reported that to date he has received 6 applications for the

Superintendent of Recreation position and applications will be accepted through Friday, November 11<sup>th</sup>.

**Superintendent of Finance and Administration:** Mrs. Verbeck reported that Birdies for Charities was able to match 10% of donations that were submitted so the Foundation received a check for \$61,237. We received notification today that the Geneseo Park District received the GFOA Certificate of Achievement for Excellence in Financial Reporting for its comprehensive annual financial report for the fiscal year ended December 31, 2015. The Finance Department also received an award of Financial Reporting Achievement for being instrumental in their government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. Mrs. Verbeck reported on the Capital Expenditure items that will be purchased in 2016.

**Superintendent of Facilities:** Mr. Himmelman reported on an accident that happened on October 19<sup>th</sup> to the west side of the building. Mr. Himmelman stated we received a 99.34% on the PDRMA Loss Control Review. October was an average month for Central Theater.

**Commissioners:** Commissioner Vandersnick reported that Parktoberfest was a success, netting approximately \$31,000. The money will be used to support the financial assistance program, offer free programs to the community and used towards the purchase of capital items that will benefit the community.

**Citizen Input:** Mr. Thurman read a thank you received from the patron involved in the October 19<sup>th</sup> accident.

## **UNFINISHED BUSINESS**

**Strategic Plan Update:** Mr. Thurman explained that there will be 4 initiatives that will be presented to the board for approval in either December or January.

**City Collaboration Projects Discussion:** The Board discussed the collaboration projects proposed by the city.

## **NEW BUSINESS**

**Approval for Preparation of Estimated Tax Levy:** After a discussion, Commissioner Vandersnick made a motion directing staff to prepare the 2016 Tax Levy Ordinance, not to exceed more than 5% greater than the preceding year's extension, therefore a Truth in Taxation Hearing is not required. Commissioner Heaton seconded the motion and it was approved as follows:

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

**THE BOARD DID NOT ADJOURN TO EXECUTIVE SESSION**

**Executive Director Contract Approval:** After a discussion, Commission Heaton made a motion to approve the Executive Director contract. The motion was seconded by Commissioner Vandersnick and approved as follows:

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

**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 7:34 P.M.



President

APPROVED



Secretary