

**MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE
GENESEO PARK DISTRICT, HELD ON AUGUST 14, 2018, AT 501 EAST NORTH STREET
GENESEO, ILLINOIS AT THE HOUR OF 6:30 P.M.**

The meeting was held pursuant to the notice posted in the office of the Park District. The meeting was called to order at 6:30 pm and upon the roll being called, the following Park Commissioners were physically present at said location: Caryn Vandersnick, Nathan Vorac, Doug Bodeen and Kathleen Repass. Also present were Andy Thurman, Executive Director; Paula Verbeck, Superintendent of Finance and Administration; Scott Himmelman, Superintendent of Facilities; Andrew Sigwalt, Superintendent of Recreation and Jodie Olson, Administrative Assistant. Citizens present at the meeting were: Carolyn Oldfield, Darrell Oldfield, Lee Rauch and Sharon Rauch. President Vandersnick acted as Chairman of the meeting and Commissioner Bodeen acted as Secretary. President Vandersnick 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 Repass and seconded by Commissioner Vorac, the minutes of the regular meeting held on July 10, 2018 were approved as follows:
Bodeen – Yes; Vorac – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent

Upon a motion duly made by Commissioner Vorac and seconded by Commissioner Bodeen, the minutes of the closed meeting held on July 10, 2018 were approved as follows:
Bodeen – Yes; Vorac – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent

DISBURSEMENT REPORT: Mrs. Verbeck presented the disbursement report to the Board. After a discussion and upon a motion duly made by Commissioner Repass and seconded by Commissioner Vorac, the bills totaling Capital Improvement Fund \$134,987.02; Central Theater Fund \$16,111.16; Corporate Fund \$9,019.74; Daycare Fund \$13,984.90; Liability Fund \$3,464.33; Recreation Fund \$57,400.26; Social Security Fund \$7,680.49 were approved as follows:

Bodeen – Yes; Vorac – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent

TREASURER'S REPORT: Mrs. Verbeck presented the July 2018 Treasurer's report to the Board. After a discussion and upon a motion duly made by Commissioner Bodeen and seconded by

Commissioner Vorac, the Treasurer's report was approved as follows:

Bodeen – Yes; Vorac – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent

Commissioner Vandersnick requested the October report include a breakdown of the gym floor project expenses.

REPORT OF OFFICERS

Executive Director: Mr. Thurman spent time with each of the staff this month reviewing our 2018 Goals and starting the process of our 2019 Goals. With the discussions of senior programming starting this month, this may change some of our goals in both facilities and programs. Mr. Thurman also started our 10 year capital plan. This will be a working document to help us prioritize facilities and improvements throughout the District. The gym floor project was delayed because the moisture in the concrete floor of the gym was too high and would not dry out to the specifications of the new floor system. This required a cleaning/shot blasting process to remove a small top layer of the floor and then spray on a moisture mitigation system. This process pushed the project back almost two weeks. The gym floor and track are now complete and will re-open on August 16th. The windows will tentatively be installed the last week of August. There will be 32' of window on the south side of the building and 32' on the east side of the building all on the track. The windows are approximately 42" tall. Painting will come after the windows are installed. The painting includes the ceiling, track fencing and all walls. A successful Parktoberfest meeting was held in July and we are close to meeting our sponsorship goal of \$15,000. Mr. Thurman is working with a local group, IAMC (Illinois Association of Microboards and Cooperatives). This group is working to job place individuals with special needs. There are over 300 people in our community that have special needs and are looking to live on their own and secure a job. The IAMC received a grant to help this process in Henry County over the next two years. Mr. Thurman attends these meetings and we currently have two volunteers with special needs that help at the Community Center. Mr. Thurman is helping with the Geneseo Youth Baseball/Softball lighting project. They have secured grant money and many in kind donations to do an almost \$200,000 upgrade to two of the fields. This is a great community project and will enhance Bollen Field for years to come. Mr. Thurman continues to meet with the Planes, Trains and Automobiles Committee through the Chamber of Commerce. This event will be held September 6th - 8th.

Geneseo Senior Center Update: The Geneseo Senior Center Site Council sent Mr. Thurman an email on July 9th, regarding the possibility of the Park District taking over operations of all senior programming and the Senior Center space in the Community Center. There were numerous questions presented to the Park District and it required discussions with Henry County Seniors, Geneseo Seniors and the Park District. Mr. Thurman and Commissioner Vandersnick attended a meeting with individuals of the Geneseo Senior Site Council and the current onsite supervisor, hired by Henry County Seniors, on July 17th. After this meeting, Mr. Thurman collected notes and schedules from the Senior Center and was invited to a meeting on August 1st to discuss with the fifteen current participants and the Director of the Henry County Seniors what a changeover would look like and when this could occur. After further conversation with the Site Council it seems that the best transition would be January 1, 2019. A discussion was held that the Park District would take over all operations of programs and the space in the Senior Center. The Park District will continue to offer programs and have the Senior Center volunteers continue the programs they help with. These volunteers will need to fill out volunteer paperwork with the Park District. The Site Council would turn over their funds to the Park District Foundation with the agreement that we will use it for senior programming and senior related events and space. The meal program would continue to be delivered to the Senior Center until the transition. At this time, we would evaluate and see if we had someone who was willing to pass out the boxed meals or if they would find a different location. We would not continue a transportation program, but Henry County would provide one in Geneseo. The phone number would be transferred to Henry County. Henry County would be willing to continue to send out staff to help in the future with special programs like Medicare Part D and reduced license plate stickers. Park District Staff will review schedules, staff program load and budget accordingly for this transition. We have been open and honest regarding the space and senior program numbers. If we start to see a decline in program numbers or have better space for their programming, we may re-evaluate all programs and facilities in the future. Commissioner Vandersnick stated when she asked the site council at the meeting what they would like to see us provide they stated run the program well, offer programs to meet senior needs and offer more senior activities. Mr. Thurman will meet with the Site Council again and gather more information about their budget and programming and report back to the board in September.

Superintendent of Recreation: Mr. Sigwalt presented the July 2018 recreation reports to the Board. The Indoor Pool was Shut Down for annual maintenance July 1st - 15th and no Water Fitness classes were held. There was a large increase in Pool / Poolside Room Rentals from 2017 to 2018. Day Camp went very well this summer and the last day of camp is August 22nd. The Geneseo School year begins August 23rd. The Free Environmental Day at Giant Goose went very well with 40 participants. The Free Community Campout at the Athletic Field on July 13th was cancelled due to rain. The Free movie was moved to the gym due to rain and had 22 participants. Kiwanis Fun Day at the Aquatic Center was a great event with 480 participants. The Gators Home Swim Meet went very well with 61 participants from Rochelle and 31 participants from our swim team. Our swim team parent volunteers did a great job running the meet and everything went very smoothly. The Bounce House and Outdoor Movie were cancelled at National Night Out due to rain. The Bike Rodeo and Movie in the Park on August 10th both went very well. Mr. Thurman has been working with the City of Geneseo Police Department and the Park District is partnering with them to offer a Free Safety and Self-Defense Workshop for the community. The workshop will be offered on Sunday August 19th from 4:00 to 5:00 pm or Wednesday August 29th from 7:00 – 8:00 pm in the main gym of the Community Center. Topics covered include Personal Safety, Self Defense, Stalking, Awareness, Helpful Tools and Hints to keep you Safe, Question and Answer session. The workshop will be led By Detective Mike Chavez and Officer Tim Wise. Larry and Chris Ward were nominated by Samantha Noble for WQAD's "Pay It Forward" award. Unfortunately, Mr. Ward couldn't be present, but Chris Ward was the recipient of the award at the Community Center the morning of August 13th. The number of gymnasts present during the taping of the presentation, show the impact the Wards make in our community. The segment will air on September 6th on WQAD Channel 8 News. Mr. Sigwalt attended the Illinois USA Gymnastics Awards Banquet to recognize Chris and Larry Ward as they received a "Lifetime Achievement" Award.

Superintendent of Finance and Administration: Mrs. Verbeck stated our Accreditation review will be held on August 22nd starting at 8:00 am in the Poolside Room. A tour of our facilities will take place around 10:15 am. Mrs. Verbeck invited the Board to join the Review Team and Leadership staff for lunch to meet the review team and ask questions about the Accreditation process.

Superintendent of Facilities: Mr. Himmelman's stated the sand volleyball court at the Athletic Field has been renovated. The sunken ground created over the years at the Athletic Field from the sprinkler water line had fill dirt added and will be seeded in early September. Staff added gravel to the Athletic Field football drive into the West grass lot. During Indoor Pool shutdown the pool steps were re-painted, the aquatic coordinator's office floor was re-painted, the indoor pool desk carpet was cleaned and the filters were de-mineralized and cleaned. Trees were trimmed along North street and dead limbs were removed as necessary. A slit in the rubber roof above the gymnastics room was repaired. The gym windows project is scheduled to begin on August 27th. The plans for the stair project to replace the spiral staircase in the gym are being reviewed by local companies and we are waiting to obtain an installation quote. Racquetball court lights have been switched over to LED. This completes all lighting conversion in the main gym, program gym and racquetball courts. The athletic field tennis courts were reviewed by a court renovation company on August 11th. July was an average month for Central Theater and overall the Theater is doing very well. Hotel Transylvania 3 is currently showing, Mamma Mia 2 begins August 17th.

Commissioners: Commissioner Repass stated she received a comment from a member that he was unhappy with the amount of time it took for one of our ellipticals to be repaired. Mr. Himmelman explained a new part had to be ordered and it was repaired as quickly as possible. Commissioner Repass continues to work with local soccer groups in our community and shared with the board a schematic received from Steve Bush with Bush Turf for a layout of 10 full size soccer fields and 500 parking spots. Commissioner Repass stated the Seth Ernst Memorial Soccer Tournament has 8 bubble soccer ball/uniforms they are no longer utilizing and could possibly donate to the Park District.

Citizen Input: Sharon Roush addressed the board and stated she volunteers at the Senior Center to offer Bingo twice a month, exercise classes weekly and the kitchen band meets there weekly. She is looking for reinsurance that these programs will continue if the Park District takes over Senior Programming. She stated she is willing to meet with Park District staff to discuss these programs.

Daryl Oldfield addressed the board and stated he was born and raised in Geneseo and has watched the Park District grow into a wonderful place in our community that meets the needs of children through Seniors. He stated he is not looking for more Senior Programming but would like to see the current

programs continue, including the exercise class and the 500 Card Parties and would like Park District staff to take over the Senior Programs and work hard to offer organized programs for seniors.

Commissioner Vandersnick thanked the Oldfield's and Roush's for attending the meeting and sharing their thoughts. She stated Board and Staff will work diligently with the Site Council to determine the best course of action for Senior Programming.

Carolyn Oldfield, Darrell Oldfield, Lee Rauch and Sharon Rauch left the meeting at this time.

Mr. Thurman shared a letter received from State Representative Daniel Swanson thanking the Park District for hosting the 2018 Henry County Veterans/Senior Resource Fair. This event helps Veterans and Seniors connect with State, County and Local services in their own community helping to improve their quality of life.

UNFINISHED BUSINESS:

Growth Lease Update: Mr. Thurman stated after attorney review, no new issues were found with the Growth Lease and it should be signed at the August 20th Growth Board meeting.

2018 Goals Summary: Staff has been following our Strategic Plan and yearly goals in 2018. This plan helps us acknowledge the needs of the community and our participants. Six-month goal summaries were written by each department head to share the progress of our short and long term goals with the Board.

NEW BUSINESS:

Audit RFP Approval: The Geneseo Park District sent out RFP's to seven firms that have Park District Experience. We received letters from two of the firms stating they would not be able to submit a proposal for auditing services at this time. Four of the firms we did not get a response from. Lauterbach and Amen submitted a proposal and their proposed fees for the next three years are less than what we paid for our 2017 audit. We have had a good working relationship with Lauterbach over the years and appreciate their extensive park district auditing experience. Given the above information, Staff recommends accepting Lauterbach & Amen's proposal for auditing services.

Commissioner Bodeen made a motion to accept the Audit RFP from Lauterbach and Amen. The motion

was seconded by Commissioner Vorac and approved as follows:

Bodeen – Yes; Vorac – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent

Music At The Aquatic Center Discussion: The Geneseo Park District Board of Commissioners wrote a letter to Ray and Lona Pribble in 1993 regarding the music being played at the Aquatic Center. The quiet hours for the City of Geneseo are 10:00 pm – 6:00 am. We have added several classes and rentals since the new Aquatic Center was built and hours have also changed over the years. We play music during all open hours. Mr. Thurman proposed sending a board approved letter to neighbors in response to the new Aquatic Center hours of operation and the time music is played. The Board agreed, and the letter will be sent.

Annual Farm Lease Review: Commissioner Vandersnick made a motion to table this topic until the September Board Meeting. The motion was seconded by Commission Repass and approved as follows:

Bodeen – Yes; Vorac – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent

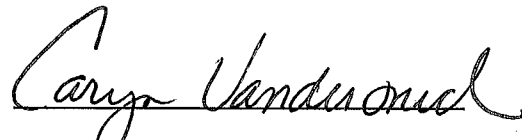
BINA Public Hearing Order: President Vandersnick called a public hearing to be held at 6:30 pm on the September 11, 2018, in the Poolside Room of the John and Carla Edwards Aquatic Center, 501 East North Street, Geneseo, Illinois, in the District, concerning the Board's intent to sell the Bonds and to receive public comments regarding the proposal to sell the Bonds. President Vandersnick directed that the Secretary of the Board shall (i) publish notice of the Hearing at least once in the *Geneseo Republic*, the same being a newspaper of general circulation in the District, not less than 7 nor more than 30 days before the date of the Hearing and (ii) post at least 96 hours before the Hearing a copy of said notice at the principal office of the Board, which notice will be continuously available for public review during the entire 96-hour period preceding the Hearing. At the Hearing the Board shall explain the reasons for the proposed bond issue and permit persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits. The Board shall not adopt an ordinance selling the Bonds for a period of seven (7) days after the final adjournment of the Hearing.

Designation of OMA and FOIA Officers: In compliance with the Open Meetings Act and Freedom of Information Act, every public body shall designate officers to serve as the Primary Officer and Secondary Officer for the District and to complete annual training on compliance with both acts.

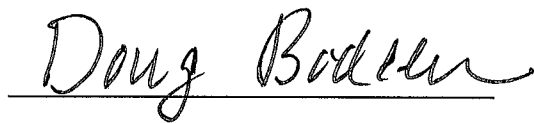
Commissioner Repass made a motion to designate the Executive Director as the Primary Officer and the

Administrative Assistant as the Secondary Officer. The motion was seconded by Commissioner Vorac and approved as follows: *Bodeen – Yes; Vorac – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Absent* Requirement to serve as Open Meetings Act and Freedom of Information Act Primary Officer will be added to the Executive Directors job description. Requirement to serve as Open Meetings Act and Freedom of Information Act Secondary Officer will be added to the Administrative Assistants job description.

ADJOURNMENT: There being no further business to come before the Board and upon a motion duly made by Commissioner Vorac and seconded by Commissioner Bodeen the meeting was adjourned at 7:20 P.M.


President

APPROVED


Secretary