

**MINUTES OF A PUBLIC HEARING - TENTATIVE BUDGET AND APPROPRIATION ORDINANCE
#2018-151 - GENESEO PARK DISTRICT, HELD ON MARCH 13, 2018, AT 501 EAST NORTH
STREET GENESEO, ILLINOIS AT THE HOUR OF 6:30 P.M.**

A Public Hearing regarding Tentative Budget and Appropriation Ordinance #2018-151 was held on Tuesday evening, March 13, 2018, in the Poolside Room of the Geneseo Aquatic Center at 6:30 pm. This hearing was held in compliance with the Open Meeting Act in that notice was posted at the Geneseo Park District Office and on the Geneseo Park District website. Notice of the meeting was also published in the Geneseo Republic. The following Park Commissioners were physically present at said hearing: Caryn Vandersnick; Doug Bodeen; Nate Vorac; Kathleen Repass and Joseph Woulf. 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. President Vandersnick acted as Chairman of the hearing. All persons desiring to be heard were given an opportunity to present oral and written testimony with respect to Tentative Budget and Appropriation Ordinance #2018-151. No oral statements or written testimony concerning Tentative Budget and Appropriation Ordinance #2018-151 were made. At 6:35 pm, upon a motion made by Commissioner Repass and seconded by Commissioner Woulf, President Vandersnick adjourned the Public Hearing.

**MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE
GENESEO PARK DISTRICT, HELD ON MARCH 13, 2018, AT 501 EAST NORTH STREET
GENESEO, ILLINOIS AT THE HOUR OF 6:35 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 6:35 pm and upon the roll being called, the following Park Commissioners were physically present at said location: Caryn Vandersnick, Joe Woulf, 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. 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 Woulf and seconded by Commissioner Bodeen, the minutes of the regular meeting held on February 13, 2018, were approved as follows:

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

DISBURSEMENT REPORT: Mrs. Verbeck presented the disbursement report to the Board. After a discussion and upon a motion duly made by Commissioner Vorac and seconded by Commissioner Woulf, the bills totaling Capital Improvement Fund - \$22,000.01; Central Theater Fund - \$8,227.84; Corporate Fund - \$10,954.17; Daycare Fund - \$698.62; IMRF - \$3,450.84; Liability Fund - \$3,743.76; Recreation Fund - \$37,420.13 and Social Security Fund - \$5,007.45 were approved as follows:

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

TREASURER'S REPORT: Mrs. Verbeck presented the February 2018 Treasurer's report to the Board. After a discussion and upon a motion duly made by Commissioner Repass and seconded by Commissioner Bodeen, the Treasurer's report was approved as follows:

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

REPORT OF OFFICERS

Executive Director: The Recreation Staff has turned in initial programming for the summer and are considering Aquatic Center and Day Camp staff. We continue to work on spring programs starting in April and have seen our Kinderbrights Preschool fill up both sessions for 2019 with eight in the morning and nine in the afternoon sessions with a paid deposit. In early May our Summer Program Guide will be sent out. Staff has continued to review manuals and we did a self-evaluation of the Accreditation Standards. We have applied and will be provided a mentor to review all areas. We should have an evaluation sometime this summer and know our status by November. Staff have worked numerous hours reviewing our Safety Manual and combining policies and procedures to make information easily accessible. Staff continue to look for areas of improvement through Accreditation to assist with training and record keeping. Commissioner Repass and Director Thurman attended the Growth Board Meeting on February 19th. Mr. Thurman attended a meeting with Lisa Kotter, City Administrator and Scott Kuffel, Superintendent of Schools to communicate where each organization is in regards to upcoming projects and how Richmond Hill affects these timelines. The School

District is interested in constructing new tennis courts on their property in the future and possibly within the next two years. This would change what Richmond Hill would do and if courts are available to the public or only to the school athletes. Mr. Thurman mentioned our position of maintaining what we have. We could possibly be approached to convert one tennis court into two pickleball courts, depending on the accessibility to public. At this time we will continue with what we have and work through our Strategic Plan. A Parktoberfest Meeting was held on February 28th with the majority of the committee new. Attendees stepped into roles and are excited to assist this year. Our 2 year agreement with Midwest Muscle expires soon. RFP 's for Personal Training and Wellness programs were submitted and we do have interest from other agencies. Staff have meet with those interested and a decision will be made this week.

Commissioner Repass asked if the City indicated if the original plan for Richmond Hill would be revised based on the School Districts decision about tennis courts. Mr. Thurman stated he feels the City and School District will work together on this process.

Superintendent of Recreation: Mr. Sigwalt presented the February 2018 recreation reports to the Board. We continue to see a growth in Park District Memberships as more people are switching from the Community Center Membership. Rentals continue to see an increase in Dedrick Room and Birthday Party Rentals. Mr. Sigwalt is working with the Geneseo Izaak Walton League to offer some Outdoor Programs in our Summer Activity Guide. Free events offered in February included: Free Swim and Bounce House; Free Yoga at the Library and Free Yoga with Adam Hinrichs. Events in March include: Free Yoga with Adam Hinrichs; Mom & Son Night of Fun; Free St. Patrick's Day Skate; Free Yoga at the Library; Free Bounce House; Free Swim; Free Skate and Free Movie; Free Easter Egg Hunt; Spring Break Art Camp and Spring Break Camp.

Superintendent of Finance and Administration: Mrs. Verbeck stated we had 100% full-time staff participation in the PDRMA Path wellness screening. The 2017 Audit will be presented at the May board meeting. Caryn Vandersnick and Joe Woulf have stepped down from the Geneseo Park District Foundation Board and the new Board consists of Doug Bodeen, Todd Sieben, Erin Wyffels, Alex Cechowicz and Paula Verbeck. In 2018 new board members wil^t acclimate themselves with the Foundation and Parktoberfest and in 2019 will begin setting goals for the Foundation.

Superintendent of Facilities: Mr. Himmelman stated staff replaced 250W bulbs in the gym storage

room and the Director's office T8 fluorescent fixtures with LED fixtures. We hope to slowly continue upgrading to LED fixtures in the future. Staff is going to demo a new Indoor Pool chlorinator for a 90-day trial that uses the same calcium hypochlorite chlorine as our existing chlorinator. If after the 90-day trial, we are not satisfied our existing chlorinator will be installed at no cost to the park district. Title III of the ADA requires theaters showing in digital format to comply with new closed captioning and audio description regulations by June 2nd of this year. Staff has researched and ordered devices that will provide closed movie captioning and audio description. Central Theater has experienced moisture and leaking in the South wall. Staff has communicated this with Central Bank and per our lease, Central Bank will be remediating the roof & gutter issue causing the moisture. Staff met with Steve's Nursery at Anderson Park and have agreed on a walking path and statue location including landscaping. The statue has already been supplied by the Anderson family and the walking path, bench slab and landscaping will be paid for by the generous donation from the Anderson family. Staff has received an estimate from Double S Masonry to mud jack three entrance slabs at Growth Daycare when the frost is lifted, and weather allows. The new Growth Roof Top Unit will be installed soon pending favorable weather temperatures and wind. Staff is participating in a PDRMA Hazard Hunter contest in the month of March. Staff is encouraged to find hazards throughout our facilities and submit before and after pictures. The Park District will receive \$250 and safer facilities for participating. February was a very good month for Central Theater.

Commissioner Repass asked if Community Gardens will be available this Spring. Mr. Himmelman stated staff are working out details and working with local groups to make this happen.

Commissioners: Commissioner Repass noticed positive feedback on Facebook about how the Park District asks for community input prior to making major decisions that affect the citizens of Geneseo. Commissioner Repass stated she really likes the new logo and complimented the Marketing Coordinator on the positive ways we are using it. Mr. Thurman stated Karen Kohne informed him she received a positive comment on how nice the Anderson Park addition is.

CITIZEN INPUT: None.

UNFINISHED BUSINESS:

Budget and Appropriation Ordinance #2018-151: Mrs. Verbeck presented Budget and

Appropriation Ordinance #2018-151 to the board for review. After a discussion and upon a motion made by Commissioner Repass and seconded by Commissioner Woulf, Budget and Appropriation Ordinance #2018-151 was approved as follows:

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

Public Notice Board Staff Workshop: Derke Price from Ancel Glink will hold a Board/Staff Workshop on Prevailing Wage at 4:30 pm prior to the May 8th Board meeting in the Poolside Room at the Aquatic Center. The Board Meeting will be held at 6:30 pm as scheduled, also in the Poolside Room. In compliance with the Open Meeting Act, a public notice will be posted at the Geneseo Park District Office and on the Geneseo Park District website.

Growth Lease Discussion: Commissioner Repass and Director Thurman attended the Growth Board Meeting on February 19th. Mr. Thurman updated the Growth Board on the changes to the lease including the addition of our Preschool Room, the yearly price increase, the maintenance section of the agreement and some landscaping questions. The outcome of the meeting was that both sides will look into interior versus exterior items and form a general list to discuss what is covered on either side.

Other: Mr. Thurman stated he spoke with the President of the Senior Site Council and they are sending us a letter to clarify their questions regarding the revised Senior Lease.

NEW BUSINESS:

Safety Manual Approval: The Safety Manual was reviewed and revised by staff, reviewed by our Attorney and presented to the Board for approval. After a discussion and upon a motion duly made by Commissioner Vorac and seconded by Commissioner Repass, the Safety Manual was approved as follows:

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

The Safety Manual is reviewed by all staff annually as part of our safety training. The updated Safety Manual is available in hard copy at the front desk and is also available online on our staff website for all staff to view.

Crisis Management Plan Review: The Crisis Management Plan was reviewed and revised by staff, reviewed by our Attorney and presented to the Board for review. The Crisis Management Plan is reviewed by all staff annually as part of our safety training. The updated Crisis Management Plan is

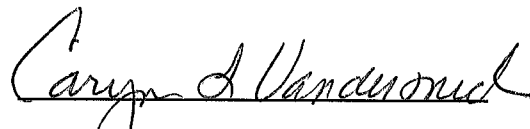
available in hard copy at the front desk and is also available online on our staff website for all staff to view.

Fixed Asset List Review: Mr. Himmelman presented the Fixed Assets report to the Board. The list includes an inventory of all major equipment with location it serves, current condition, year installed, estimated lifespan, years remaining and direct cost excluding labor to replace.


Notification of Economic Interest Statement: Mr. Thurman reminded board and staff statements will be received by required persons on or before April 1st and need to be filed with the courthouse within 30 days of receipt.

Other: None.

ADJOURNMENT: There being no further business to come before the Board and upon a motion duly made by Commissioner Bodeen and seconded by Commissioner Repass the meeting was adjourned at 7:10 P.M.


President

APPROVED


Secretary