

**MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE
GENESEO PARK DISTRICT, HELD ON NOVEMBER 13, 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 and Doug Bodeen. Also present were Andy Thurman, Executive Director; Paula Verbeck, Superintendent of Finance and Administration; 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 Vorac and seconded by Commissioner Bodeen, the minutes of the regular meeting held on October 9, 2018 were approved as follows:

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

Upon a motion duly made by Commissioner Bodeen and seconded by Commissioner Vorac, the minutes of the special meeting held on October 17, 2018 were approved as follows:

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

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 Bodeen, the bills totaling Capital Improvement Fund \$418,035.85; Central Theater Fund \$6,370.24; Corporate Fund \$11,237.14; Daycare Fund \$1,042.00; IMRF Fund \$2,682.23; Liability Fund \$3,886.18; Recreation Fund \$38,133.17; Social Security Fund \$6,930.21 were approved as follows:

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

TREASURER'S REPORT: Mrs. Verbeck presented the October 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 – Absent; Woulf – Absent

REPORT OF OFFICERS

Executive Director: Parktoberfest was a huge success with over 240 attendees. We raised over \$36,000 to be used towards the scholarship program, special events and some capital items. The committee did an amazing job and really worked hard to bring some new aspects to the event. The formal transition from the Geneseo Senior Site Council to the Park District will happen in January of 2019. Mr. Thurman continues to meet with different volunteers in the Senior Center to keep this process moving forward for a smooth transition. Mr. Thurman has met with six potential candidates for the Board positions open in 2018 and explained the process and what the commitment means. We have several items left to finish the gym project and are hoping to have it all closed out this year. The main item left is the stair case. Howard Steel is fabricating the stair case and Double S Masonry will install it. We are waiting on a final timeline for this project. We also are waiting on one more item to payout for the floor.

Superintendent of Recreation: Mr. Sigwalt presented the October 2018 recreation reports to the Board. We have received many complements on the renovations to the gym and the addition of the windows on the track. The track did see a significant increase in usage in October from last year. On Columbus Day the Park District hosted a Free Swim in the Indoor Pool with 50 participants. On October 19th the Park District held it first "Stories in the Park" at Anderson Memorial Park. The weather was chilly, and it was a very windy evening, but we had a total of 4 adults and 6 children during the event. The first skating event was held on the new gym floor on Oct 27th for the Spooktacular Skate with 77 participants. Our annual Turkey Trot was held at the Athletic Field on November 11th. Free Swims will be held in the Indoor Pool on November 19th and 21st. There will be a Free Bounce House in the main gym on November 20th and 23rd. We will be hosting a "Parents Day Out" on November 24th for parents to sign their kids up to enjoy arts and crafts, musical activities, holiday movies and games. Santa will be at the Center on December 1st from 5:00 – 7:00 pm in the Indoor Pool Lounge. The Jingle Bell Obstacle Course will be held on December 8th from 3:00 – 4:00 pm in the Main Gym. Jingle Bell Skate will be held that evening with free admission from 5:30 – 6:45 pm for 3rd Grade and under and 7:00 – 9:00 pm all ages, skate rental is \$3.00.

Superintendent of Finance and Administration: Mrs. Verbeck stated she submitted our Employee Wellness Program to PDRMA for a PDRMA Health Employee Wellness Grant Award and we received

notification on November 5th that we received the grant in the amount of \$1,000.00. We submitted RFP's for printing the Activity Guide to several different companies and they all came back higher than our current vendor. Therefore, we will continue to use our current vendor. The Geneseo Park District Foundation will be using proceeds from Parktoberfest to purchase new furniture for the Indoor Pool Lounge which is highly used by our patrons. Next year, proceeds will be used to resurface the tennis/pickleball courts at the Athletic Field.

Superintendent of Facilities: In Mr. Himmelman's absence, Mr. Thurman presented his report to the Board. Total Maintenance Inc. replaced our five-year-old indoor pool water boiler with a heat exchanger that uses existing boilers from the boiler room. The estimated life span of the heat exchanger is 10 years and will be far less expensive to replace verses an entire boiler. A Japanese lilac tree was planted in the northwest corner of Anderson Park. A Korean Lilac tree was planted south of the swing in the middle section of Anderson Park. A rain barrel has been added to Anderson Park. Walk off rugs have been added to the gym and indoor pool entrances. Two replacement windows have been ordered for Growth Daycare's kitchen. No further ADA actions will be taken this Fall. Staff will install detectable warning strips for the visually impaired in 2019. These strips will be placed at walk ways going into traffic areas at the Community Center main entrance, indoor pool entrance and at the end of the sidewalks into parking lots. Growth was inspected by the Fire Marshall and because they occupy our main gym, they require our gym storage room double doors to be replaced with 45 minute fire rated doors. A quote has been requested. A new Indoor Pool circulation back-up pump has been purchased. A new exterior LED wall pack has been installed outside of Dedrick room. The Central Theater report for October 2018 was shared with the Board. The Nutcracker and the Four Realms is currently showing. First Man will begin showing on November 16th and Ralph Breaks the Internet will begin showing on Opening Night, November 21st. President Vandersnick shared a comment she received from Commissioner Repass requesting Mr. Himmelman investigate the pros and cons of showing new releases.

Commissioners: Commissioner Vorac stated he and his guests had a great time at Parktoberfest and it was a wonderful event and could not have been done any better.

Citizen Input: None.

UNFINISHED BUSINESS:

Insurance Policy: The current policy covers 100% of individual insurance or 75% of family insurance. Last month the Board reviewed and approved a new policy stating employees would receive 100% of the annual employee only premium. At last month's meeting it was brought up to review the percentage paid by employees and by the Park District for the family coverage to become more in line with the national average. The 2018 NRPA Salary Survey stated that agencies with 1 – 10 full-time staff have 88% of their health insurance covered by the agency. In 2016 the Park District chose to go to an HRA option to save the Park District and the employee on the premium costs. The deductible option has been an operational decision set by the Executive Director, while the Board has set the policy for the percentage of premium the Park District covers for employees. Staff recommends changing the policy to: Full-time Employees 100%, or 85% Family, or Reimbursement of the annual employee only premium. After a discussion, Commissioner Vorac made a motion to change the policy to Full-time Employees 100%, or 85% Family, or Reimbursement of the annual employee only premium. The motion was seconded by Commissioner Bodeen and approved as follows:

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

NEW BUSINESS:

Approval for Preparation of Estimated Tax Levy: After a discussion, Commissioner Bodeen made a motion directing staff to prepare the 2018 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 Vorac seconded the motion and it was approved as follows:

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

Tentative Budget and Appropriation Ordinance #2019-155: Mrs. Verbeck presented Tentative Budget and Appropriation Ordinance #2019-155 to the Board for review.

Resolution #2018-29: Mr. Thurman presented Resolution #2018-29, a resolution approving and authorizing the sale of excess personal property of the Geneseo Park District, to the Board. After a discussion and upon a motion made by Commissioner Vorac and seconded by Commissioner Bodeen, Resolution #2018-29 was approved as follows:

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

Executive Director Performance Evaluation: President Vandersnick stated an evaluation tool was available in the Board packet. She is currently gathering evaluations and will meet with Mr. Thurman soon.

2019 IAPD/IPRA State Conference: will be held at the Hyatt Regency in Chicago January 24 – 26th. Mr. Thurman asked Board and Staff to check their calendars and let him know if they plan on attending by November 15th. The Board appointed Executive Director, Andy Thurman to serve as delegate at the IAPD Annual Business meeting on January 26th, 2019 at 3:30 pm.


Advisory Committee Applicant: Mr. Thurman presented an application received from Marty Golby stating his interest in being a representative on the Advisory Committee. Commissioner Bodeen made a motion to appoint Mr. Golby to the Advisory Committee. The motion was seconded by Commissioner Vorac and approved as follows:

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

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 7:13 P.M.


President

APPROVED


Secretary