

**MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE  
GENESEO PARK DISTRICT, HELD ON OCTOBER 9, 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, Kathleen Repass and Joe Woulf. Also present were Andy Thurman, Executive Director; Paula Verbeck, Superintendent of Finance and Administration; Andrew Sigwalt, Superintendent of Recreation; Jackie Beach, Recreation/Aquatic Supervisor; Jodie Olson, Administrative Assistant and Jim Nash, Park District Attorney. 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 Repass, the minutes of the regular meeting held on September 11, 2018 were approved as follows:

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

**DISBURSEMENT REPORT:** Mrs. Verbeck presented the disbursement report to the Board. After a discussion and upon a motion duly made by Commissioner Bodeen and seconded by Commissioner Vorac, the bills totaling Capital Improvement Fund \$14,768.29; Central Theater Fund \$5,983.31; Corporate Fund \$8,307.89; Daycare Fund \$110.00; IMRF Fund \$3,388.86; Liability Fund \$3,682.09; Recreation Fund \$36,525.65; Social Security Fund \$4,667.34 were approved as follows:

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

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

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

**REPORT OF OFFICERS**

**Executive Director:** The gym reopened on September 29<sup>th</sup> after painting. There are still some areas

that need to be touched up, but the majority of the project is complete. We are still waiting on the thresholds for the doorways and we have given the "ok" for the stairs to be constructed and then installed later this year. The feedback has been fantastic, and the windows have been a hit. The Parktoberfest Committee is moving forward in full force. The Committee is finalizing the tables and auction items. They met on October 1<sup>st</sup> to start to compile the baskets and get the information on the website. There are a lot of great items and the event is shaping up to be a success. Mr. Thurman recently met with the Quilt Guild and they would like to schedule their 2019 dates and host another Quilt Show in the Gymnasium. The Quilt Guild was originally started as a Park District program and has since branched out into their own organization. They continue to meet in the Dedrick Room monthly. Mr. Thurman continues to meet with the Senior Site Council and plans are moving forward for us to take over Senior programming in January. We will continue to offer several of their programs and services which will be featured in our upcoming Activity Guide. Mr. Thurman worked on the Planes, Trains and Automobiles Committee this year and volunteered at the event. It was great to see how many people attended. Mr. Thurman and Mr. Sigwalt attended the National Recreation and Park Association Conference in Indianapolis.

**Superintendent of Recreation:** Mr. Sigwalt presented the September 2018 recreation report to the Board. September was a slow month for membership renewals. The Main Gym and the Walking Track were closed for the majority of the month for window installation and painting of the gym and the weather was unseasonably warm for most of the month which may have deterred people from coming into the facility. Land fitness classes have seen a large growth in walk-in fees for classes for the month of September. Donna Tindall recently informed staff that she will no longer be able to teach Tae Kwon Do due to conflicts in her personal schedule. Mrs. Beach met with Master Duane Spellious of Spellious Tae Kwon Do. Master Spellious will provide an instructor for our Tae Kwon Do classes beginning with the new session on October 8<sup>th</sup>. There will be a Free Swim in the Indoor Pool on Columbus Day. Hammond Henry Hospital will offer a free Nutrition Seminar on October 23<sup>rd</sup> "Lettuce Talk About Basic Nutrition" in which they will discuss the key points about choosing a healthy plate and portion control. We will be hosting our annual "Spooktacular Skate" in the main gym on October 27<sup>th</sup>. Hammond Henry Hospital will offer a free Nutrition Seminar on November 8<sup>th</sup> "Holiday and Special Occasion Survival Tips for People with Diabetes". Our annual Turkey

Trot will be held at the Athletic Field on November 11<sup>th</sup>. Free Swims will be held in the Indoor Pool on November 12<sup>th</sup>, 19<sup>th</sup> and 21<sup>st</sup>. There will be a Free Bounce House in the main gym on November 20<sup>th</sup> and 23<sup>rd</sup>. We will be hosting a "Parents Day Out" on November 24<sup>th</sup> for parents to sign their kids up to enjoy arts and crafts, musical activities, holiday movies and games. Mr. Sigwalt presented the 2018 Summer Recreation Report to the Board. There was a 36.7% increase in revenues from Summer 2017 to Summer 2018. Starfish was a new class added to swimming lessons. Aqua Dance was a new class added to Water Fitness and was held outdoors at the Aquatic Center. New Fitness classes included Mix It Up and Rhythm Spin Cycling. Flag Football ran for one session in the summer of 2018. SNAG Golf did not have an instructor assigned to the program, so it was taught by the Superintendent of Recreation. The youth Track & Field Week saw a large increase in attendance for both the week-long program, and the track meet. The program was taught by one instructor during the week and extra help was brought in on Thursday to assist with the Track Meet. Due to lower enrollment, all tennis sessions were taught in one group in 2018. Youth Volleyball was listed as "7<sup>th</sup>/8<sup>th</sup> Grade Pre-Tryout Clinic" and was taught by the High School Volleyball Coach. Due to the gym renovation that got delayed during the summer the program was moved to St. Malachy's for the week, and a rental fee was charged. Outdoor Sand Volleyball was added as a new program in the summer of 2018. The sand volleyball court at the Athletic Field was renovated, new sand was put in and a new net was ordered. A Women's League was formed on Tuesday nights and a Co-ed League played on Thursday nights. Special Events added new outdoor programs this year with a partnership with the Geneseo Izaak Walton League and the Giant Goose Conservation Club. Programs included partnering with the Ike's Youth Fishing Rodeo & Outdoor Adventure and offering a Free Environmental Day Program at Giant Goose which included activities such as fishing, trail/nature tours, and an educational speaker. The outdoor Movies in the Park program had an increase in expenses this summer as a license fee was added to the outdoor movies. This fee will apply to all movies shown that are open for the public to attend. Weather was not favorable for our outdoor movies as 3 of the 4 movies scheduled got rained out and moved into the gym. In 2017 the Richmond Hill Players gave a \$500 sponsorship because the high school auditorium was under construction and we used the Barn Theater for the Prairie Fire production. In 2018 we received the usual sponsorship of \$1,000 from Richmond Hill and \$500 from

Hazelwood Homes. Mrs. Beach presented the 2018 John and Carla Edwards Aquatic Center Revenue/Expenditures Comparison Report to the Board. Weather in 2018 was less rainy and milder in temperatures compared to 2017. We had 12 lifeguard shifts in 2017 that were affected by the weather, compared to 4 lifeguard shifts in 2018. This, along with an average temperature of 84 degrees in 2018, led to an increase in memberships as well as daily admissions. The increase in expense in maintenance at the Aquatic Center was due to the priming issue/troubleshooting of the Splash Pad. Water and Sewer rates increased in 2018. This, along with more patrons (which equals more water used) in 2018 compared to 2017, is the reason for the increase in expense overall. Equipment includes the purchase of two new chlorinators and a new pretzel machine. The new chlorinators require much less maintenance.

Mrs. Beach left the meeting at this time.

**Superintendent of Finance and Administration:** Mrs. Verbeck stated she submitted our Employee Wellness Program to PDRMA for a Wellness grant and next year we will submit for the IPRA Workplace Wellness Award. In order to market our programs, 6 large frames have been ordered to hang in the hallway that will be rotated to advertise upcoming programs and special events. The budget process is changing slightly this year with Department Heads being given more ownership.

**Superintendent of Facilities:** Mr. Thurman presented Mr. Himmelman's report in his absence. Rutherford Roofing performed the annual roof inspection at Growth Daycare and the Community Center. The life expectancy of the Growth roof is 20 years, it is currently 27 years old. The roof is performing with minor maintenance; however, staff should consider replacing the Growth roof within the next three to five years. The cost to replace the Growth roof is approximately \$68,000 - \$85,000. Rutherford will perform approximately \$800 worth of preventative maintenance this fall on the Growth roof and \$885 on the Community Center roof this Fall. Total Maintenance Incorporated repaired 9 Community Center exhaust fans. Annual preventative maintenance was performed on the Central Theater digital projector on September 29<sup>th</sup>. A roof leak down the West wall of the theater is causing damage to a false ceiling and insulation at the South exit. Staff is working with Central Bank, our landlord, to remediate the issue. The prime issue on the Splash Pad has been resolved by re-working a warped seal on a valve. A heat exchanger is being installed to replace the indoor pool water boiler

that has failed. Exterior doors are being painted at the Community Center. Central Theater report was shared with the Board.

**Commissioners:** Commissioner Vandersnick congratulated staff on a great job on the gym remodel, and stated it looks very nice.

**Citizen Input:** Mr. Thurman shared a letter received from Lauterbach and Amen, LLP thanking staff and board for selecting Lauterbach and Amen to continue as the District's Auditors.

**UNFINISHED BUSINESS:**

**Salary Schedule:** Mr. Thurman presented the revised Salary Schedule for 2019 to the Board for approval. The position of Basketball Referee was added to the Part Time Salary Schedule. After a discussion and upon a motion made by Commissioner Woulf and seconded by Commissioner Repass, the 2019 Salary Schedule was approved as follows:

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

**NEW BUSINESS:**

**Ordinance #2018-153:** President Vandersnick announced that the next item for consideration was the issuance of not to exceed \$720,000 non-referendum general obligation park bonds to be issued by the District pursuant to Section 6-4 of the Park District Code for the payment of land for parks, for the building, maintaining, improving and protecting of the same and the existing land and facilities of the District, to provide the revenue source for the payment of outstanding debt certificates of the District and for the payment of the expenses incident thereto, and that the Board of Park Commissioners would consider the adoption of an ordinance providing for the issue of said bonds and the levy of a direct annual tax sufficient to pay the principal and interest thereon. The President then explained that the ordinance sets forth the parameters for the issuance of said bonds and sale thereof by designated officials of the District and summarized the pertinent terms of said parameters, including the specific parameters governing the manner of sale, length of maturity, rates of interest, purchase price and tax levy for said bonds.

Commissioner Repass moved and Commissioner Vorac seconded the motion that said ordinance as presented and read by title be adopted. After a full discussion thereof, President Vandersnick directed that the roll be called for a vote upon the motion to adopt said ordinance. Upon the roll being called, the following Park Commissioners voted AYE: Vandersnick, Repass, Woulf, Vorac and Bodeen. The

following Park Commissioners voted NAY: None. Whereupon President Vandersnick declared the motion carried and said ordinance adopted, approved and signed the same in open meeting and directed the Secretary to record the same in full in the records of the Board of Park Commissioners of the Geneseo Park District, Henry County, Illinois, which was done.

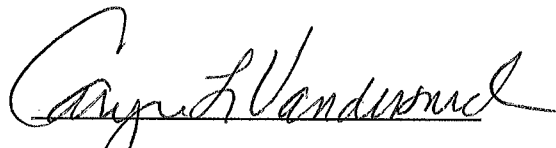
**Insurance Policy:** The Park District currently provides a payout option of 50% of the cost of individual insurance for those who opt out of taking insurance through the Park District. The policy also covers 100% of individual insurance or 75% of family insurance. We do have people who may switch from the payout to the family insurance. Staff recommendation would be to increase the amount of the payout to provide an incentive to keep the overall costs down. Staff has set a goal to review providers in 2021 after the next three-year term with PDRMA expires. 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. After a discussion, Commissioner Vorac made a motion to change the policy to: Full-time Employees 100%, or 75% Family, or Reimbursement of the annual employee only premium. The motion was seconded by Commissioner Repass and approved as follows:

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

**Advisory Committee Applicant:** After a discussion, Commissioner Bodeen made a motion to appoint William Schehl to the Advisory Committee. The motion was seconded by Commissioner Woulf and approved as follows: *Bodeen – Yes; Vorac – Yes; Vandersnick – Yes; Repass – Yes; Woulf – Yes*

**Other:** Attorney Nash stated he is meeting with two large foundations and will speak with Mr. Thurman about projects the Park District may need donations for. Attorney Nash and Mr. Thurman will also discuss Mr. Nash attending an upcoming Geneseo Park District Foundation meeting to discuss ideas about securing annual donations for the Foundation.

**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 7:11 P.M.

  
President

APPROVED

  
Secretary