

MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE GENESEO PARK DISTRICT, HELD ON SEPTEMBER 13, 2022 AT THE POOLSIDE ROOM OF THE JOHN AND CARLA EDWARDS AQUATIC CENTER, 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: Doug Bodeen, Julia McAvoy, Nate Vorac and Christina Zobrist. Also present were Andy Thurman, Executive Director; Paula Verbeck, Superintendent of Finance and Administration; Andrew Sigwalt, Superintendent of Recreation and Jodie Olson, Administrative Assistant. Citizens in attendance were: None. President Bodeen acted as Chairman of the meeting and Commissioner McAvoy acted as Secretary. President Bodeen 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 Zobrist and seconded by Commissioner McAvoy, the minutes of the regular meeting held on August 9, 2022; the minutes from the closed meeting held on August 9, 2022 and the minutes from the special meeting held on August 18, 2022 were approved as follows:

McAvoy – Yes; Zobrist – Yes; Bodeen – Yes; Vorac – Absent; Winkleman – Absent

DISBURSEMENT REPORT: Mrs. Verbeck presented the disbursement report to the Board. Upon a motion duly made by Commissioner McAvoy and seconded by Commissioner Zobrist, the Disbursement Report was approved as follows:

McAvoy – Yes; Zobrist – Yes; Bodeen – Yes; Vorac – Absent; Winkleman – Absent

TREASURER'S REPORT: Mrs. Verbeck presented the August 2022 Treasurer's report to the Board. Upon a motion duly made by Commissioner Zobrist and seconded by Commissioner McAvoy, the Treasurer's Report was approved as follows:

McAvoy – Yes; Zobrist – Yes; Bodeen – Yes; Vorac – Absent; Winkleman – Absent

Mr. Vorac entered the meeting at this time 6:35 pm.

REPORT OF OFFICERS

Executive Director: Over the past several months staff have been working with ABS and another company, L6 Technology out of Oakbrook Terrace, to obtain quotes and a better understanding of the changes in the PDRMA Cyber Liability Coverage. L6 provided a significant increase into the managed services that could be used on a daily basis by the Park District. They had a well written plan and have good reviews from districts contacted. ABS has been our provider for a long time and after sitting down with Mitch from ABS staff feel they can increase our services substantially while keeping the budget in mind. Mitch has also worked with Mr. Forst on a lot of different platforms to help us keep some of the services in house. One of the biggest deterrents was the location. If we needed someone on site, Oakbrook Terrace is a significant drive and it's nice to have someone who knows our systems and is local to be here in under an hour. We have started the Playground discussions with Lavidiere Construction and are establishing a timeline for the work to be done. Most equipment is eight to ten weeks out. They will start to get submittals in and then work with us on a timeline to start the concrete. Staff have started to purchase the approved capital items within their departments. We generally wait until this time of year to purchase capital items to make sure there are not any other emergency purchases within departments throughout the year that would need the funding instead. Staff is exploring options to have both Incode and RecTrac hosted in the cloud instead of onsite. This would allow for us to reduce our back-ups and server size in the future. This would also be beneficial to us when these companies have updates, they automatically take care of them. There is an increased cost, but we would see a reduced cost in our other IT areas based on this. We are looking at Incode still this year and RecTrac next year.

Mr. Sigwalt entered the meeting at this time 6:43 pm.

Superintendent of Recreation: The Summer Day Camp program wrapped up for the season on August 16th just before the kids returned to school. The summer weather stayed extremely nice for us the entire season, and we were able to take advantage by spending some extra time

at the Aquatic Center and going on some bigger field trips. The last few weeks we were able to go bowling on August 2nd at the new Arcadia place in town (formerly Lee's Lanes), we took a trip to Niabi Zoo on August 9th and one final round of Mini Golf on August 16th. The "Back to School Bash" was a big hit this year on August 5th at the Athletic Field. An estimated crowd of 200 people were able to come though and enjoy the games, attractions, and free food. The Geneseo Police Department came with a squad car and the Fire Department brought a fire truck for the kids to check out. Megan with S.O.S brought a couple of her Therapy Horses and allowed participants to feed and pet the horses. The Park District had the inflatables and bounce house blown up and the giant yard games spread around the field. Free hot dogs, brats, chips, popcorn and bottled water were provided by the Park District Foundation. The final Movie in the Park was shown after the "Back to School Bash" on the football field at dusk. Around 60 people stayed to watch the movie Playing with Fire. The Splash Pad's final day was the Labor Day (Sept 5th). The Flag Football program was scheduled to begin on September 11th at the Athletic Field but was cancelled due to rain so will begin on September 18th instead. The Preschool Soccer program is scheduled to begin on September 18th. Shannon Port will begin to offer Pop-Up Classes again this fall. The first Pop-up class will be September 17th at 9am. The plan is to hold Pop-up classes every other week except on holiday weekends in November and December.

2022 Summer Day Camp Report: The 2022 Summer Day Camp program got a much smoother start than the past couple of years. Many of the Covid-19 restrictions were removed by the end of the school year, so staff and campers were not required to wear masks or maintain the appropriate social distancing as was required the previous years. The Park District still followed the CDC recommendation for any staff or camper who had a positive Covid test and the appropriate isolation period and return to camp with a mask. The 2022 Summer Day Camp began the first day after the Geneseo School District let out for the summer and ran until the day before school began again in

August. The dates of the program were from Monday, May 23rd until Tuesday, August 16th. The Summer Day Camp program was scheduled for 13 weeks in 2022. The program was split into two sessions with multiple options for attendance and payment. The cost for a full session was \$667 (M) for Session I, and \$713 (M) for Session II which breaks down to \$115 per week (\$23 per day). Day Camp was scheduled to begin at 7:30am with an Early Bird option starting at 6:30am and concluded each day by 5:30pm. Participants who did not want to sign up for an entire session were also able to sign up for the "Pick a Week" option (\$140/week), or the "3-Day a Week" (\$540 Session I / \$585 Session II) option that allowed participants to sign up for a session and pick which 3 days they would attend during each week. We were very lucky this year to have a good returning set of Camp Counselors. Corey Panicucci who was our Camp Manager last year had stepped down from her position during the off season. We started the season with no Camp Manager, but after some evaluation during the first couple of weeks we decided to appoint four of the Counselors who showed some good leadership skills to the position of Assistant Manager. The four Assistant Managers would rotate and share the responsibilities of overseeing the program. We would typically schedule one Assistant Manager in the morning and one in the afternoon. Occasionally, on field trips we would schedule more Assistant Managers to help keep the groups in control. The remaining Camp staff were high school and college age students. The Day Camp program saw a consistent participation in the Full Session options, but noticed a larger increase in the Pick-a-Week options. There was a total of 72 unique individual participants this year, with a daily average of 45 – 50 Campers. To maintain the 8:1 child to counselor ratio, most weeks had 8 to 9 counselors working at a time. Most counselors averaged between 25 - 30 hours per week, with the Assistant Manager averaging closer to 35 hours per week. The Day Camp fees help support many different aspects of the program that makes it unique and exciting for the Camper. The Day Camp fees covered the Camp Staff wages, games, crafts, pizza days, trips to the movie theater, sunscreen, art supplies, and other equipment and supplies needed during the summer. The Day Camp program uses the space at the Athletic Field (now known as the Sideline Room) as their Home Base during the summer. This new addition

was part of the new building project that was completed in 2021. Day Camp was able to enjoy the entire Athletic Field complex and its amenities such as the tennis and basketball courts, ping pong table and cornhole boards. One of the new amenities added to the Athletic Field was a GaGa Ball Pit. This was immediately a favorite among the campers. Campers received admission into the Aquatic Center as part of the Day Camp program fees during Day Camp hours. Day Camp tried to stay on a weekly schedule to give the campers and their parents some consistency. This really seemed to help with the 3-Day Campers so they could know which days they wanted to pick. Our morning schedule each week was similar from day to day. We would begin with check-in at the building, spend some time outside playing games, have a morning snack and some type of daily arts or craft project. One exception to this was during the month of June we had Sundance for our Soldiers (S.O.S) bring Therapy Horses to the Athletic Field on Tuesdays and Thursdays. We would break into groups and rotate to feed, pet and walk the horses. Our afternoon schedule would change daily, and we would try to stick with our weekly schedule as much as the weather permitted us. We would attend the Aquatic Center after lunch on Mondays, Wednesdays and Thursdays. Tuesday afternoons we would try to schedule a field trip to get the campers off campus and do something different with them. Fridays were normally our cool-down days after a busy week, and we would watch a movie or do some activities in the gym to get out of the sun for a while. The field trips this year started off with some of our regular areas such as City Park, Richmond Hill, and Mini-Golf. During Session II we added a few new trips in rotation. We were able to get the bowling alley to open early for us so we had all the lanes to ourselves. We also took a trip to Niabi Zoo and spent the afternoon walking through all the exhibits. For these larger field trips, we would split the Camper into smaller groups and we would rotate the groups one at a time to help the trips go quicker and smoother.

Superintendent of Finance and Administration: Mrs. Verbeck stated the Foundation Board met on September 14th and discussed having another fund raiser based on the results of the Community Survey.

Superintendent of Facilities: Mr. Thurman presented the report in Mr. Himmelman's absence. The Community Center annual roof inspection found some minor preventative maintenance needed. The oldest section of roof is the main gym which was installed in 2002 should expect another 5 years before replacing. The Athletic Field track & driveway received a new sealcoat. It is expected the driveway will last approximately 3 years and the track every 6-8 years depending on usage. The Trane rooftop unit which services the front section of the Community Center had a new condenser installed and coils cleaned from the inside out. This unit is 20 years old is nearing its useful life. The two landscaped ovals South of the lap pool which were designed for future water slide footings are being prepped for concrete to create more deck chair space. The water hydrant in this area has been removed and the ornamental grasses have been relocated to the South landscaping areas of the Aquatic Center. New indoor pool racing lane lines have been installed. The last remaining section of the drop slide has been re-painted with the pool being empty. A valve in the lap pool surge tank has failed and will need replaced during the off season. A door opener has been installed on the Athletic Field garage door. The gas line on the program gym roof has been realigned and attached to the West wall. A check valve has been installed on the indoor pool chlorinator to help maintain prime on the system. Mr. Himmelman presented the Central Theater monthly reports to the Board.

Commissioners: Commissioner McAvoy stated she received comments that doing a fundraiser similar to Parktoberfest would be fun to do again. She has received inquiries about where the playground will be located at the Athletic Field. Mr. Thurman stated it will be on the North track side of the building. Commissioner Zobrist stated she was asked if the playground would have a handicap swing. Mr. Thurman stated it would not due to space requirements but there will be a handicap accessible ramp from the ground to the play feature.

Citizen Input: None.

UNFINISHED BUSINESS:

Master Plan Discussion: Staff has taken on a lot of work for our Master Plan. We have combined some of our old surveys from 2019 and the work that Bracke, Hayes, Miller and Mahon did to update

the Master Plan. Attached is our community wide survey and staff survey which will be incorporated into the Master Plan. We will analyze the Community Survey and Staff Survey in house and conduct a Board/Staff Workshop to do a SWOT analysis. If we feel there needs to be more Community Input Meetings or a Focus Group similar to 2019, then we will do that as well. We will not initiate a consultant until we have the analysis together and this will only be for preliminary drawings. We can base our goals off of the analysis compiled. We have a great start and the staff has been doing a ton of work to get this ready.

NEW BUSINESS:

BINA Public Hearing Order: President Bodeen called a public hearing to be held at 6:30 pm on the 11th day of October, 2022, 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 and directed the Secretary of the Board to 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 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.

Salary Schedule: Mr. Thurman presented the proposed salary schedule to the Board for 2023. After a discussion, a motion to approve the 2023 Salary Schedule was made by Commissioner Vorac, seconded by Commissioner McAvoy and approved as follows:

McAvoy – Yes; Zobrist – Yes; Bodeen – Yes; Vorac – Yes; Winkleman – Absent

Fees and Charges Schedule: Mr. Thurman presented the proposed fees and charges schedule to the Board for 2023. After a discussion, a motion to approve the 2023 Fees and Charges Schedule was made by Commissioner Zobrist, seconded by Commissioner McAvoy and approved as follows:

McAvoy – Yes; Zobrist – Yes; Bodeen – Yes; Vorac – Yes; Winkleman – Absent

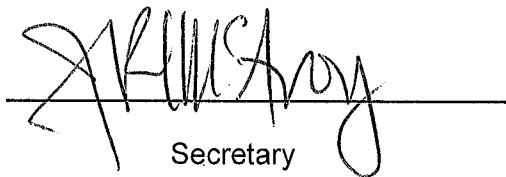
Organizational Chart Review: Mr. Thurman presented the Organizational Chart dated September 13, 2022 for Board review.

ADJOURNMENT: There being no further business to come before the Board and upon a motion duly made by Commissioner Vorac and seconded by Commissioner Zobrist the meeting was adjourned at 7:08 P.M.



President

APPROVED



Secretary