

MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE GENESEO PARK DISTRICT, HELD ON NOVEMBER 14, 2023 AT THE PARTY ROOM OF THE GENESEO COMMUNITY CENTER, 541 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; Scott Himmelman, Superintendent of Facilities; and Jodie Olson, Administrative Assistant. Citizens in attendance were none. President Bodeen acted as Chairman of the meeting. Commissioner Zobrist was appointed as Secretary Pro-Tem in Commissioner Winkleman's absence. 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 Vorac and seconded by Commissioner Zobrist, the minutes of the regular meeting held on October 10, 2023 were approved as follows:

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

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

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

TREASURER'S REPORT: Mrs. Verbeck presented the October 2023 Treasurer's report to the Board. After a discussion and upon a motion duly made by Commissioner Zobrist and seconded by Commissioner McAvoy, the Treasurer's Report was approved as follows:

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

REPORT OF OFFICERS

Executive Director: Mr. Thurman worked with several architects to receive plans for updated drawings and proposals for the Community Center and the Athletic Field. They also included proposals for Anderson Park and the Farm Property, but both of those would be secondary. We will have four to discuss at the December Board Meeting. Mr. Thurman attended the National Park and Recreation Association Conference in Dallas. This conference had numerous sessions, a huge exhibit hall and many different networking opportunities. Mr. Thurman and Mr. Himmelman are working to finalize the concrete, turf, and boulder at the Athletic Field. We received a \$28,000 grant from the Francis and Betty Miller Foundation and are waiting for a final decision from the Charles Davis Trust to receive further funding. This project will also include benches and tables around the Athletic Field Playground. This will be completed in the spring of 2024. The memorial garden and paver sidewalk at Anderson Park is nearing completion. The wet weather has delayed this a little bit, but overall, it looks great. We are working on the paver program, pricing, and details which will be a great fundraising program, but also a great opportunity for people to honor and celebrate loved ones. Mr. Thurman attended the open house for the CTE Building at the High School and is hopeful to be able to collaborate with the High School in the future for contractual programming within this building.

Superintendent of Recreation: Beginning in November, Senior/Active Adult dances will be held from 4:00 – 6:30 pm in the Activity Room. The Winter/Spring Activity Guide will be completed by the end of the month. The programs will run from January through May 2024. Youth Basketball is underway for our Saturday morning program. Their program will go through December 16th with the weekend of Thanksgiving off. As of this year, the GBA organization has taken over the youth basketball leagues which covers the 4th – 6th graders. GBA is renting space in the Community Center gym for practices and games. They are responsible for securing their own referees and scorekeepers. This has been a transition in the making for the past year, and communication and cooperation has been going smoothly. The Park District will

have FREE events for the public the week of Thanksgiving. There will be a FREE Swim in the Indoor Pool on November 20th and November 22nd. The Bounce House and Inflatables will be set up in the gym November 21st and November 24th. Santa Events will be starting soon at the Park District. Letters to Santa will begin November 27th, and Santa will visit the Center on December 2nd. The Jinglebell Obstacle Course will be held at the Center the afternoon of December 9th from 1 – 3pm. The Jinglebell FREE Skate will be the evening of December 16th.

Superintendent of Finance and Administration: Mrs. Verbeck stated the Foundation received a 7.5% bonus from Birdies for Charity. The Foundation is planning a Play it Forward Geneseo Sports Equipment Swap beginning in February of 2024. Geneseo Park District Apparel is now on sale through November 19th online at All in Stitches, all proceeds go to the Geneseo Park District Foundation.

Superintendent of Facilities: The annual fire alarm inspection for the Community Center took place on November 9th. Staff are installing parking posts along the West side of the Athletic Field drive. These will go up during the summer months only to help control traffic when the gates are open for day camp and public access into the park. A 28' x 48' garage has been budgeted for 2024. We are working with the High School Building Trades class to construct the garage in the back Northwest parking lot in the Spring. The concrete floor and footings have been contracted and are scheduled to be completed by the end of this year. The transmission and E brake have been replaced in one of the stair climbers. A second gym bleacher has been installed on the South main gym wall. The heat exchanger has been replaced on the Trane rooftop unit. The indoor pool aquasol controller safety pressure switch has been replaced. The movie theater marquee bulbs have been updated to LED lighting. Theater marquee and store front updates are planned after the Central Bank updates are completed. These updates will include painting the black brick and metal on the marquee, adding a spotlight to "central", a new sidewalk poster display and a new sidewalk projectionist door. Mr. Himmelman shared the October Central Theater report with the Board. We are back to first run movies and open 7

days a week. The Marvels is scheduled for 11/10 through 11/21 with Wish opening on 11/22.

Commissioners: Commissioner McAvoy received an inquiry if the basketball backboards will be replaced in the gym. Mr. Bodeen shared a comment he received regarding Commissioner benefits and asked it to be placed on the December agenda for discussion.

Citizen Input: Mr. Thurman shared an email he received from Bob Wachtel thanking and complimenting staff on the numerous activities and events offered by the Park District.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Bond Ordinance #2023-168: The President announced that the next item for consideration was the issuance of not to exceed \$925,000 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 condemned or purchased 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. Park Commissioner Vorac moved and Park Commissioner McAvoy seconded the motion that said ordinance as presented and read by title be adopted. After a full discussion thereof, the President 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: Vorac, McAvoy, Zobrist, and Bodeen. The following Park Commissioners voted NAY: None.

Whereupon the President 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.

Approval for Preparation of Estimated Tax Levy Ordinance #2023-169: After a discussion, Commissioner McAvoy made a motion directing staff to prepare the 2023 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:

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

Tentative Budget and Appropriation Ordinance #2024-170: Mrs. Verbeck presented Tentative Budget and Appropriation Ordinance #2024-170 to the Board for review. After a discussion and upon a motion duly made by Commissioner Vorac and seconded by Commissioner Zobrist, Tentative Budget and Appropriation Ordinance #2024-170 was approved as follows:

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

621 E North Street Storage Lot Lease: Staff recommend rent remain set at the current rate of \$50.00 per year as of January 1, 2024. Staff recommend the duration of the lease remain at 1 year. This property has a signed lease through December 31, 2023. Commissioner McAvoy made a motion to approve the lease at \$50.00 per year for 1 year. The motion was seconded by Commissioner Zobrist and approved as follows:

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

Recreation Program Manager Job Description: The Recreation Program Manager will take on critical responsibilities associated with the day-to-day operations of our programs, special events, community center activities, outdoor recreation, and aquatic facilities management. The

Recreation Program Manager will serve as an integral member of our team, responsible for developing, implementing, evaluating, and modifying a wide range of programs. This position will demand an individual with strong leadership skills, capable of working independently or in a team. The Recreation Program Manager will operate in a part-time Classification 1 role, committing to 35+ hours per week with regular hours being from 12pm – 8pm and special event and program hours as assigned. The creation of the Recreation Program Manager position is vital to ensure the continued success and growth of the Geneseo Park District. This role will strengthen our ability to offer high-quality recreational programs, ensure the safety of our facilities, and manage the diverse range of activities provided by the District.

Organizational Chart Approval: Mr. Thurman presented the revised organizational chart to include the Recreation Program Manager position to the Board for approval. Commissioner Vorac made a motion to approve the revised organizational chart. The motion was seconded by Commissioner McAvoy and approved as follows:

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

Salary Schedule Approval: Mr. Thurman presented the revised Salary Schedule to include the Recreation Program Manager to the Board for approval. Commissioner Zobrist made a motion to approve the revised Salary Schedule. The motion was seconded by Commissioner McAvoy and approved as follows:

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

Executive Director Performance Evaluation: President Bodeen emailed an evaluation tool to the Board and will meet with Mr. Thurman to discuss his evaluation.

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 6:58 P.M.

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President

APPROVED Bethany RK

Secretary