

MINUTES OF A REGULAR MEETING OF THE BOARD OF PARK COMMISSIONERS OF THE GENESEO PARK DISTRICT, HELD ON OCTOBER 8, 2024 AT 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. A motion was made by Commissioner Zobrist and seconded by Commissioner McAvoy to appoint Vice President Vorac, President Pro-Tem in Mr. Bodeen's absence. Upon the roll being called, the following Park Commissioners were physically present at said location: Christina Zobrist, Julia McAvoy, Bethany Winkleman and Nate Vorac. Also present were Paula Verbeck, Superintendent of Finance and Administration; Scott Himmelman, Superintendent of Facilities; Nathaniel Hines, Recreation Program Manager and Jodie Olson, Administrative Assistant. Citizens in Attendance were None. President Vorac acted as Chairman of the meeting and Commissioner Zobrist acted as Secretary. President Vorac announced that a quorum was present, and the meeting having been duly convened was ready to proceed with its business.

PUBLIC HEARING: President Vorac announced that the first agenda item for the Board of Park Commissioners was a public hearing (the "*Hearing*") to receive public comments on the proposal to sell not to exceed \$1,040,000 General Obligation Park Bonds (the "*Bonds*") (i) 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, (ii) to provide the revenue source for the payment of the District's outstanding debt certificates, and (iii) for the payment of the expenses incident thereto, and explained that all persons desiring to be heard would have an opportunity to present written or oral testimony with respect thereto. President Vorac opened the discussion and explained that the reasons for the proposed issuance of the Bonds were as follows: 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 the District's outstanding debt

certificates, and for the payment of the expenses incident thereto. President Vorac asked for additional comments from the Park Commissioners. Additional comments were made by the following: None. President Vorac asked for oral testimony or any public comments concerning the proposed issuance of the Bonds. Statements were made by the following: None. President Vorac announced that all persons desiring to be heard had been given an opportunity to present oral and written testimony with respect to the proposed issuance of the Bonds. Park Commissioner Winkleman moved and Park Commissioner Zobrist seconded the motion that the Hearing be finally adjourned. After a full discussion thereof, the President directed that the roll be called for a vote upon the motion. Upon the roll being called, the following Park Commissioners voted AYE: Christina Zobrist, Julia McAvoy, Bethany Winkleman and Nate Vorac. The following Park Commissioners voted NAY: None.

Whereupon the President declared the motion carried and the Hearing was finally adjourned.

APPROVAL OF MINUTES: Upon a motion duly made by Commissioner Zobrist and seconded by Commissioner McAvoy, the minutes of the regular meeting held on September 10, 2024 were approved as follows:

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

APPROVAL OF CLOSED MINUTES: Upon a motion duly made by Commissioner McAvoy and seconded by Commissioner Zobrist, the minutes of the closed meeting held on September 10, 2024 were approved as follows:

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

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

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

TREASURER'S REPORT: The Treasurer's report was presented to the Board. After a discussion, Commissioner McAvoy made a motion to approve the Treasurer's Report. The motion was seconded by Commissioner Winkleman and approved as follows:

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

REPORT OF OFFICERS

Executive Director: Mr. Thurman was absent from the meeting due to attending the National Park and Recreation Association Conference in Atlanta, Georgia. Mr. Thurman will be attending sessions titled: Growing the next Generation of Park and Recreation Professionals, Boomer Programming, Reimagining Out-of-School Programming, Succession Planning and Culture is Strategy. His main objective in the exhibit hall is to look at ideas for our Master Plan and anything that is unique or we haven't thought of when reviewing our facility plans. Staff purposely scheduled our next discussion with Streamline for after NRPA to discuss any ideas that have come from attending the NRPA conference. The Geneseo Park District hosted the IPRA Board and Staff on September 26 for the IPRA Board Meeting. It was a great opportunity to showcase what amenities we have for our size. The beginning of September was spent reviewing and updating information in preparation for our Accreditation Review. The morning of the review we had 5 members of the Joint Accreditation Team as well as our mentor at the Park District for the full day. Mr. Thurman and Mrs. Verbeck were in the Poolside Room with them and other staff would come in and out throughout the day during their sections. Mr. Thurman and Mr. Himmelman led the facility tours. At the end of the day, they gave us our preliminary passing grade with the final approval at the Committee Meeting in November. We will be presented with the Distinguished Accreditation Plaque at the IAPD/IPRA Conference Luncheon. Mr. Thurman worked with Travis Mackey to coordinate a couple of students who are interested in teaching some programs for us in the winter months. These programs will be geared towards Middle Schoolers and centered around robotics, STEM and computer programming. We will work this into the Middle School Discovery Club program. Staff spent a lot of time reviewing

websites which are hosted by the companies that submitted RFPs for the website. These sites were reviewed without knowing who the company was and gave staff the opportunity to provide items they liked and didn't like when looking at our next website for the Park District. Staff were asked to review each website on their phone and computer and see the differences and abilities. Mr. Thurman and Mrs. Verbeck met with Streamline Design to review the Master Plan Charrette Days and next steps. They will be looking at all of the survey information and Charrette Day info to start to give us design ideas in November based on all of the feedback. Mr. Thurman will continue to sit on the Geneseo Youth Baseball/Softball Board for another year as Secretary. He has assisted with formulating teams, equipment and the purchase of all team shirts and hats for the recreation league. One area in the Accreditation Review is volunteering outside of the Park District. We have had staff in all different areas throughout the community and it's great to see this community outreach from the Park District. If there are any specific goals the Board would like to see included for 2025, please submit them to Mr. Thurman. Kelly Foss, Community Center Manager, was acknowledged for her 5 years of service with the Park District.

Superintendent of Recreation: Mr. Sigwalt was absent from the meeting due to attending the National Park and Recreation Association Conference in Atlanta, Georgia. Mr. Hines, Recreation Program Manager presented the Summer 2024 Recreation Report and the Aquatic Center 2024 report in his absence. The last day for the Splash Pad was September 15th. The Splash Pad closed due to cooling temperatures and lower visits during the open hours. The Park District's new Discovery Club program began in September. The first month had 16 participants signed up for the elementary age group which met on Mondays and Thursdays from 3:30 – 6pm. The middle school age group did not have anyone signed up, so it was cancelled for the month of September. The Park District and Geneseo Pickleball Club hosted a youth pickleball tournament on September 25th when the kids had a ½ day of school. 17 participants

signed up to play. The Geneseo Theatre Program began again in September. The Theatre Program is offered to ages 7-9 (Bravos), and ages 10-11 (Encore). The final performance is scheduled for October 26th at the High School. The new Home School PE class had 14 participants signed up for September and has been going very well. All the classes have been down at the Athletic Field while the weather is nice. The program has had activities such as ultimate frisbee, gaga ball, soccer, and volley-tennis. The Henry County Sheriff's Office will be presenting a Free Active Shooter Response Training to the community on October 17th. The class is designed to empower participants with the knowledge and confidence to protect themselves and others in emergency situations. The FREE Middle School Flag Football event will be held the afternoon of October 25th at the Athletic Field from 1 – 3pm. The Park District Spooktacular Skate will be held on Saturday October 26th in the Gymnasium. Admission is FREE and skates can be rented for \$5. A FREE Swim will be held on November 5th in the Indoor Pool from 1 – 3pm. This is a day off of school due to Election Day. The Annual Turkey Trot will be held on November 10th at the Athletic Field beginning at 2 pm.

Superintendent of Finance and Administration: None.

Superintendent of Facilities: The Theater store front painting has been completed. This project is part of the City's façade program. New carpeting and wallpaper have been ordered for the Theater's lobby and auditorium with an install date TBD. A surround sound speaker has failed at the Theater and will be replaced. A dying tree at the Athletic Field has been removed and replaced with a sugar maple tree. The raised sidewalk that separated the back Northwest parking lot has been removed and re-poured level with the parking lot. This area will be stripped as a pedestrian walkway. The indoor pool ADA entrance has been re-wired to open automatically from the front desk controls and the doorbell was lowered to ADA reachable height. A mini-split system has been installed in the new Community Center garage to allow for heat and air conditioning. The city has bored a new power line from the tennis courts to the

athletic field building. The electrician will connect the power this Fall. A Life Fitness treadmill has repairs that are obsolete. A replacement treadmill is being researched. The holes in the playground safety surface have been repaired. Our annual roof inspection typically takes place in October but has been moved to November per the contractor's schedule. Wild Robot began showing at Central Theater on October 4th. Monster Summer, White Bird, Transformers One and Joker are possible future movies.

Commissioners: Commissioner Winkleman stated her son is attending Discovery Club and he loves it. She attended the new evening fitness class and said it was very fun and the instructor was great. The instructor also stated the Park District has been great to work with – very welcoming and very organized.

Citizen Input: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Website Vendor Approval: A new website implementation is one of the Park District's Administrative Goals for 2024. The Park District sent out the request for proposal (RFP) for a website rebuild, implementation, and hosting, that was presented to the Board at the August 13, 2024 Board Meeting. Our current website has become outdated, which is causing user frustration, security issues, and additional maintenance costs. We received 14 proposals. Each proposal was carefully reviewed with the following criteria in mind: Did they address all the needs as outlined in the RFP; Do they have Park District experience; Do they subcontract or are they a one stop shop; References; Ability to keep site from becoming outdated; Initial startup costs; Annual maintenance fees; Implementation Timeline; Company Size; Rectrac (registration software) integration; ADA accessibility & ongoing training; Analytics & Dashboard set up; User Friendly Document Site; Support/Training; Project Management. After independent staff reviews, we are happy to unanimously present the Purei proposal, that was included in the

board packet, for approval by the board. The proposal satisfies all the criteria, comes in well under the approved budgeted amount, and received glowing reviews from all references checked. There was one reference that had some minor issues, but they also shared that their site was over 12 years old. Mrs. Verbeck explained that 14 proposals were received in response to the RFP but they did not meet all the criteria as outlined in the RFP so it was difficult to compare the proposed fees. Mrs. Verbeck brought all the proposals to the meeting and offered to go over any questions the board may have. Commissioner Winkleman inquired about the other quotes and Mrs. Verbeck shared they ranged from startups of \$6,000 - \$69,650 with annual maintenance cost of \$400 – 22,320. Purei was priced in about the middle for startup and maintenance costs and included all that was asked for in the RFP. Commissioner Winkleman stated she is an advocate for the community and prefers to use local vendors when possible and inquired if any other local vendors submitted proposals. Mrs. Verbeck stated that there were 3 or 4 local vendors that submitted proposals and that whenever possible staff also prefers to use local vendors but some of the local vendors did not meet the criteria as outlined in the RFP and staff was not satisfied with the current local vendor. Commissioner Winklmen inquired if the current vendor was aware of the issues. Mrs. Verbeck informed the board that staff had provided her with two pages of issues they have with the current vendor and offered to share the details with the board as a whole or individual board members if desired. All issues were discussed with the local vendor. Communication has been an issue from the start and that is one of the components of Purei that staff like, they have a project management portal that tracks all communication along with the project status. Commissioner Zobrist inquired if the new website would be compatible with cell phones and Rectrac. Mrs. Verbeck stated that yes being responsive to cell phones and tablets was a top priority along with the Rectrac integration to improve the customer experience and save time and errors by not having to enter data twice. After all questions were addressed, Commissioner McAvoy made a motion to approve Purei as the website vendor. The motion was seconded by Commissioner Zobrist and approved as

follows:

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

IAPD/IPRA Conference: will be held at the Hyatt Regency in Chicago January 23-25, 2025.

Commissioners were asked to let Mr. Thurman know at or before the November board meeting if they plan on attending and which nights they would require accommodations.

ADJOURNMENT: There being no further business to come before the Board and upon a motion duly made by Commissioner Vorac and seconded by Commissioner Winkleman the meeting was adjourned at 6:51 P.M.



President

APPROVED



Secretary