

**DIXON PARK DISTRICT
MINUTES OF REGULAR BOARD MEETING
804 PALMYRA STREET DIXON, ILLINOIS
NOVEMBER 20, 2019**

I. CALL TO ORDER

- A. President Ron Pritchard called the meeting to order at 6:04 p.m.
Roll Call: President Ron Pritchard - present
Vice President - Shane Miller - present
Commissioner - Rodney Frey - present
Commissioner and Board Secretary - Keith Aurand - present
Commissioner - Steve Pritchard - absent
Staff Present: Duane Long - Executive Director
Teresa Smith - Administrative Assistant

II. CORRESPONDENCE

A card of appreciation was received from the Dixon Noon Lions Club expressing appreciation for the use of Haymarket Square for the annual Halloween Parade in October.
A card of appreciation was received from Larson & Darby Group expressing appreciation for considering their architecture and engineering firm for the new community center.
A card of appreciation was received from the Strader family expressing appreciation for helping to make their wedding event at Woodcote a perfect celebration.
A card with a \$195 donation was received from Stone Bridge Running.

III. CHANGES TO THE AGENDA - None

IV. VISITORS - Sign in sheet is on file.

V. APPROVAL OF MINUTES

- A. Commissioner Frey made a motion, seconded by Commissioner Miller, to approve the October 16, 2019 regular session minutes and the October 21, 2019 Special Board Meeting minutes.
Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - absent; motion carried

VI. FINANCIAL REPORTS

- A. Commissioner Miller made a motion, seconded by Commissioner Aurand to accept all financial documents for October 2019 as printed.
Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - absent; motion carried

VII. REPORTS

- A. Commissioners
1. President R. Pritchard - Indicated during a recent visit to Page Park he noticed an individual feeding the geese and ducks near the band shell. The individual was asked to feed the geese and ducks on the river side of the road to keep the birds off the road area. The individual was receptive to the suggestion.
 2. Commissioner Miller - None

3. Commissioner Frey - None
4. Commissioner Aurand - The Sunday Drive event through the Meadows on October 20th went well with 18 cars participating. The sign at the parking area on Washington Avenue for the Lowell Park Bike Path indicates the area closes at dusk. Commissioner Aurand questioned if a light should be installed in the parking lot on Washington Avenue.
5. Commissioner S. Pritchard - Absent

- B. Executive Director
 The Board reviewed Long's report as printed.
 Long indicated he is working with Lee County to determine if the Park District would be able to partner with Lee County to offer health insurance to the full-time staff at the Park District.
 The ice skating rink warming hut is in place with the details for skate rental being finalized. Tom and Kathi Sherman have made a donation to pay for a staff person at the rink
 Long is working to create a pickle ball court, skateboard park and a new playground for installation in 2020.

VIII. OLD BUSINESS

- A. Community Center Update
 Long indicated he is working with Mr. Varga with the Illinois Department of Corrections in Dixon regarding a possible easement to allow the Park District to use the road for accessing the new community center.
 Long also continues to work with #DixonStrong and other groups in the community to discuss the new community center.

IX. NEW BUSINESS

- A. Ballard*King and Associates Feasibility Study - Darin Barr
 Darin Barr from Ballard*King indicated that he has been meeting with individuals in the Dixon community to get feedback regarding the planned community center. Barr shared demographic data and budget information with the Board. Next steps in the relationship with Ballard*King will be for the Dixon Park District to receive a written report summarizing the information obtained during the interview process as well as the demographic and budget information.
- B. Tax Levy Ordinance #600
 Commissioner Aurand made the motion, seconded by Commissioner Miller to approve the Tax Levy Ordinance #600 as presented.
 Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - absent; motion carried.
- C. Risk Management Policy and Procedures
 Commissioner Frey made the motion, seconded by Commissioner Miller to approve the Risk Management Policy and Procedure as presented.
 Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - absent; motion carried.

- D. 2020 Calendar of Board Meetings Resolution #299
Commissioner Frey made the motion, seconded by Commissioner Miller to approve the 2020 Calendar of Board Meetings Resolution #299 as presented. Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - absent; motion carried.
- E. Spring and Summer Activity Fees
Consensus of the Board is to let the Dixon Park District staff set the fees for activities as has been done in the past.
- F. Annual Employee Policy Manual Review
Long indicated he is expecting to present one new employee policy to the Board at the December meeting. Discussion of the Board is to continue with the current Employee Policy Manual as presented. Updates to the Employee Policy Manual will be approved as they become available.

X. EXECUTIVE SESSION - None

XI. ADJOURN

At 7:29 p.m. Commissioner Aurand made a motion, seconded by Commissioner Frey, to adjourn. Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - absent; motion carried.

Signatures:	_____	Date: _____
	Ron Pritchard	
	_____	Date: _____
	Shane Miller	
	_____	Date: _____
	Rodney Frey	
	_____	Date: _____
	Keith Aurand	
	_____	Date: _____
	Steve Pritchard	