

**DIXON PARK DISTRICT
MINUTES OF REGULAR BOARD MEETING
1312 WASHINGTON AVENUE DIXON, ILLINOIS
January 19, 2023, 6:00PM**

I. CALL TO ORDER

President Ron Pritchard called the meeting to order at 6:00PM

Roll Call: President Ron Pritchard-Present
 Vice President Rodney Frey-Present
 Board Secretary, Keith Aurand-Present
 Commissioner Jerry Pauser-Present
 Commissioner Anthony Venier-Present

Staff Present: Duane Long, Executive Director
 Michelle Lawson, Office Administrator
 Tyler Hodapp, Maintenance Director
 Lucas Pauley, Marketing Director
 Cindy Jankiewicz, Nature Center Director-6:17 p.m.

II. CHANGES TO THE AGENDA

Move New Business B. Recognize Tim Grosnick for Volunteer Service to Dixon Park District Bike Trails to after Correspondence

III. VISITORS- Mathias Kemmeren, Shane Miller, BJ Fenwick, Ryan Elmendorf, Scott Fenwick, Tim Lee-WIXN

IV. CORRESPONDENCE- None

V. BOARD MINUTES-Review/Amend/Accept

A. Motion to Approve December Regular Board Minutes by Anthony Venier; Seconded by Rodney Frey. Vote by Roll Call: Ron Pritchard-Yes, Keith Aurand-Yes; Rodney Frey-Yes; Jerry Pauser-Yes; Anthony Venier-Yes. Motion Carried.

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- B. Motion to Approve December Truth In Taxation Minutes by Keith Aurand; Seconded by Anthony Venier. Vote by Roll Call: Ron Pritchard-Yes, Keith Aurand-Yes; Rodney Frey-Yes; Jerry Pauser-Yes; Anthony Venier-Yes. Motion Carried.

VII. FINANCIAL REPORTS-Review/Amend/Accept

- A. Profit & Loss vs. Actual, Balance Sheet, and Disbursements for December, 2022- Duane Long reported all the accounts look great. We have received way over the amount budgeted for Personal Property Replacement Tax. The goal is to carry over \$150,000 to next fiscal year for the new Vaile Park playground planned. The Park District is waiting to see if a grant award is accepted for the new playground. Motion by Rodney Frey to approve December Financial Reports seconded by Jerry Pauser. Vote by Roll Call: Ron Pritchard-Yes; Keith Aurand-Yes; Rodney Frey-Yes; Jerry Pauser-Yes; Anthony Venier-Yes. Motion Carried.

VII. REPORTS

- A. Commissioners
 - 1. Ron Pritchard-Ron thanked the staff for their attendance at Board Meetings. Ron thanked all the staff that planned the annual Christmas party. Ron complimented Lucas Pauley, Marketing Director for his assistance with the Bridge Memorial Committee.
 - 2. Jerry Pauser-Jerry commented on the Ice Rink. Jerry reported it is a pleasure to see community members of all ages enjoying the ice rink.
 - 3. Rodney Frey-Rodney thanked Duane Long and all the staff for an excellent job at the Christmas party. Rodney said it was very well done.

4. Keith Aurand-Keith thanked everyone for the Christmas party
5. Anthony Venier-Anthony thanked everyone for the Christmas party. Anthony met with Kyle Gridley to look at the new lights at Reynolds field. Anthony is grateful to Seth and Duane for getting the new LED lights put in. Anthony will be planning a site visit with contractors for the proposed new observation platform at Lowell Park.

B. Executive Director-Duane Long reported the remodel of the Lowell Park Bathrooms is almost complete. LED lighting is done and magnetic locking doors are now complete. Duane will be meeting with the city on the annexation of the Meadows property. Aquatics is being diligently worked on. Burbach Aquatics and Ringland-Johnson are working together. A report is expected in approximately 90 days with the information we need to go to the public.

Duane asked to move next month's board meeting to February 22, 2023 due to a conflict. All five board members agreed to move the date. Michelle Lawson will get the change reported with the media. Tyler Hodapp-reported projects in the Spring will be to spruce up the bathroom on the bike path. Tyler is working on getting new equipment to help keep the parks looking good.

Cindy Jankiewicz-reported Mr. Yowl, the owl has a very weak voice right now. He appears strong. Duane Long asked her to contact a veterinarian if needed. Cindy will contact Hoo Haven to come out as the first option.

Lucas Pauley-reported he is working on upcoming events. Movie Night is the next event. Lucas is also working on IT updates.

Michelle Lawson-reported Com-Ed has been great to work with on getting new lights installed for the parking lot at the Facility. Michelle thanked everyone that attended the Christmas party and all staff and their families for the help in planning and implementing the party.

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VIII. OLD BUSINESS

- A. None

IX. NEW BUSINESS

- A. **Review/Amend/Approve Resolution #312 to approve Michelle Lawson as Park District Treasurer**

Motion by Anthony Venier to Approve Resolution #312 to approve Michelle Lawson as Park District Treasurer, seconded by Rodney Frey. Vote by Roll Call: Ron Pritchard-Yes; Keith Aurand-Yes; Rodney Frey-Yes; Jerry Pauser-Yes; Anthony Venier-Yes. Motion Carried.

- B. **Recognize Tim Grosnick for Volunteer Service to Dixon Park District Bike Trails**

Tim Grosnick presented a state of the trails report to the Park Board. The bike club is asking permission to expand the trails by a 5-0 Consensus all 5 board commissioners approved the expansion to the trails. The bike club does all the volunteer work in creating and maintaining the trails. Tim Grosnick has led the club for the last 12 Years. Tim is moving out of the state and the new trails director will be Shane Miller. On behalf of Dixon park District Commissioner Anthony Venier presented Tim Grosnick with a plaque of appreciation for his countless hours of volunteer work. Anthony Thanks Tim for being an asset to the community of Dixon. Duane Long presented Tim with a gift certificate and a name plate offering Tim a seat at the Park District for life.

- C. **Review Risk Management Procedures and Policies**

Michelle Lawson, Office Administrator reviewed the Risk Management Procedures and Policies with the Commissioners.

The changes were names of the new company and individuals that will handle the Park District claims process. There were no questions from the board on changes.

X. EXECUTIVE SESSION-

Motion to go into Executive Session by Anthony Venier, seconded by Keith Aurand to meet in executive session to discuss Employee Evaluations at 7:09 PM Vote by Roll Call: Ron Pritchard-Yes; Keith Aurand-Yes; Rodney Frey-Yes; Jerry Pauser-Yes; Anthony Venier-Yes

Take action to come out of closed session

Motion to come out of Executive Session at 7:27 PM by Keith Aurand, seconded by Anthony Venier.

Vote by Roll Call: Ron Pritchard-Yes; Keith Aurand-Yes; Rodney Frey-Yes; Jerry Pauser-Yes; Anthony Venier-Yes

XI. ADJOURN

Motion by Jerry Pauser to Adjourn, seconded by Keith Aurand.

Vote by Roll Call: Ron Pritchard-Yes; Keith Aurand-Yes; Rodney Frey-Yes; Jerry Pauser-Yes; Anthony Venier-Yes.

Meeting Adjourned at 7:28PM.

Signatures:

_____ Date: _____
Ron Pritchard

_____ Date: _____
Rodney Frey

_____ Date: _____
Anthony Venier

_____ Date: _____
Jerry Pauser

_____ Date: _____
Keith Aurand

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