

**DIXON PARK DISTRICT
MINUTES OF REGULAR BOARD MEETING
1312 WASHINGTON AVENUE DIXON, ILLINOIS
August 21, 2024, 6:00PM**

I. CALL TO ORDER

President, Rodney Frey called the meeting to order at 6:00PM

Roll Call: President, Rodney Frey-Present
 Vice President, Keith Aurand-Present
 Secretary, Anthony Venier-Present
 Commissioner, Autumn Brady-Present
 Commissioner, Nathan McCoy-Present

Staff Present: Duane Long, Executive Director
 Michelle Lawson, Office Administrator
 Cindy Jankiewicz, Nature Center Director
 Jim Duis, Nature Center Assistant

II. CHANGES TO THE AGENDA

A. Move Old Business A before Visitors followed by New Business a then Financial Reports D

III. VISITORS- Tim Lee-WIXN, Jacob Wallin-CER LARP, Diamond Pajak-CER LARP, Andrew Brockwell-Petunia Festival

IV. CORRESPONDENCE- Rodney Frey read a thank you letter from the Emma Hubbs Tennis Club

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V. BOARD MINUTES-Review/Amend/Approve

- A. Motion to Approve July 17, 2024 Regular Board Minutes by Anthony Venier; Seconded by Keith Aurand. Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes; Autumn Brady-Yes; Anthony Venier-Yes; Nathan McCoy-Yes. Motion Carried.

VI. FINANCIAL REPORTS-Review/Amend/Approve

A. Profit & Loss vs. Actual, Balance Sheet, and Disbursements for July, 2024

Duane Long reported the tax money started to come in August. We have not received the grant money from Vaile Park Basketball Courts or the final reimbursement from the Meadows Grant. Budgets are on schedule. Maintenance has spent 33% this fiscal year compared to 32% last year at this time. Long let the Board know that Archery may go over this year to help get the program moving forward from the staff changes made. Kayak rental income is sent to us once a year.

Motion to Approve Profit & Loss Budget vs. Actual, Balance Sheet, and Disbursements for July 2024 by Nathan McCoy; Seconded by Autumn Brady. Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes; Autumn Brady-Yes; Anthony Venier-Yes; Nathan McCoy-Yes. Motion Carried.

B. Review Income/Expenses on 2023A Promissory Note

Duane Long reported the total amount used from the note was 75,000 dollars. No Action Taken

C. FY24 Treasurer's Report-Review/Amend/Publish

Michelle Lawson, Treasurer answered questions on the report. Lawson was asked to clarify the name of two vendors and what products were purchased for the District.

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Motion to Publish FY24 Treasurer's Report by Nathan McCoy; Seconded by Autumn Brady. Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes; Autumn Brady-Yes; Anthony Venier-Yes; Nathan McCoy-Yes.
Motion Carried.

D. FY24 Financial Audit-Presentation by Sikich, LLP

Lindsey Fish, Sikich, LLP presented the results of the FY24 audit. The report shows the financial statement disclosures are neutral, consistent, and clear. No significant difficulties were encountered dealing with management in performing the audit. The district is in good financial standing. The one deficiency in the report is related to a policy needing to be updated. The District has 4 months of reserves.
No Action Taken.

VII. REPORTS

A. Commissioners-

1. Anthony Venier-Mike Venier asked about donating soccer goals to Grace Johnston Park. Duane Long said the Park District can make that purchase. Anthony spoke with Anne's Landscaping and they recommend not planting cherry blossoms by the river. They will offer a better choice for the land around the riverfront. Anthony will report the results next month.
2. Nathan McCoy-Nate would like to find a way to purchase AED machines for some of our public parks. Duane will look into cost. They make outdoor AED machines for parks.
3. Autumn Brady-Autumn reported her stay at Woodcote Cottage was phenomenal. She has spoken with Jim Duis on possible projects for the RENC.
4. Keith Aurand-Keith made a shout out to the maintenance staff on what a great job his crew does on getting projects completed on a timely manner. Keith is working with Tyler, Duane, and Michelle on getting new trail marker signs for the

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bike path. He will reach out to some contacts to see about sponsorship. Duane recommended that the Park District logo be added to the marker signs.

5. Rodney Frey-Rodney said he and Keith Aurand checked out the new pickleball shades and they look great. He asked if changes can be made to the old roller hockey rink. Duane said he and Recreation Director Seth Nicklaus have had these discussions and at this time there are no decisions made on adding something new to the rink. Rodney reported that Vaile Park is looking great with the construction on the new courts.

- B. **Executive Director**-Duane Long reported the Board Retreat will be in September. Michelle Lawson will get dates set up. Vaile Park paving, lighting, concrete, and landscaping is done. The grand opening will be a big event with a light lunch served. Dates for the grand opening are to be determined. Trajectory Solar construction will begin in April of 2025. Duane will have an interview set up by the newspaper regarding the old Memorial Pool.

VIII. OLD BUSINESS

A. **Review Petunia Festival**

Adam Brockwell spoke on behalf of Debbie Bay who could not attend the meeting. Adam reported they had approximately 19,000 in attendance for the Festival. The Committee appreciated the use of Page Park. The Car Show in John Dixon Park will have some changes next year to help with attendance. The Committee will bring back the dog parade to Haymarket Square. The entertainment went well. Petunia Festival would like to thank the Park District for their partnership. Duane Long reported the grounds were left in great condition per our Maintenance Director, Tyler Hodapp.

No Action Taken

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IX. NEW BUSINESS

A. Presentation for September 21st “Fall Fantasy Festival”-RENC

Jacob Wallin presented to the Board an itinerary and map for a Fall festival at the Pinetum in Lowell Park. They expect 1,000-2,000 people in attendance. 16 Volunteers will help with the set-up and running the event. There will be no disruption to the Lower Park visitors. The old Shopko parking lot will be used for parking and shuttling visitors to the event. There will be 100 vendors set up for the event.

Consensus to allow the Fall Fantasy Festival in Lowell Park as follows.

Keith Aurand-Yes; Rodney Frey-Yes; Autumn Brady-Yes; Anthony Venier-Yes;
Nathan McCoy-Yes

X. EXECUTIVE SESSION-

Motion to go into Executive Session by Anthony Venier, seconded by Autumn Brady to meet in executive session to the Farm Bid Lease at 7:53 PM

Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes; Autumn Brady-Yes; Anthony Venier-Yes; Nathan McCoy-Yes.

Motion Carried.

Take action to come out of closed session

Motion to come out of Executive Session at 8:24 PM by Nathan McCoy, seconded by Autumn Brady.

Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes; Autumn Brady-Yes; Anthony Venier-Yes; Nathan McCoy-Yes.

Motion Carried.

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XI. ADJOURN

Motion by Anthony Venier to Adjourn, seconded by Keith Aurand to Adjourn.

Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes; Autumn Brady-Yes; Anthony Venier-Yes; Nathan McCoy-Yes

Meeting Adjourned at 8:26PM

Signatures:

_____ Date: _____
Rodney Frey

_____ Date: _____
Anthony Venier

_____ Date: _____
Autumn Brady

_____ Date: _____
Keith Aurand

_____ Date: _____
Nathan McCoy

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