

**DIXON PARK DISTRICT  
MINUTES OF REGULAR BOARD MEETING  
1312 WASHINGTON AVENUE DIXON, ILLINOIS  
March 20, 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

Staff Present: Duane Long, Executive Director  
Michelle Lawson, Office Administrator  
Tyler Hodapp, Maintenance Director  
Jana Halfacre, Front Desk Manager  
Michele Kreczmer, Recreation Supervisor  
Seth Nicklaus, Recreation Director

**II. CHANGES TO THE AGENDA**

A. None

**III. VISITORS-** Tim Lee-WIXN

**IV. CORRESPONDENCE-** Thank you letter from St. Anne's School for the donation of a basket for Their silent auction on January 16, 2024 worth \$180 of gift certificates to the Park District. Thank you card and \$150 donation from Alana Tumbleson and her ladies who lunch. This donation goes to kids programs.

**V. BOARD MINUTES-Review/Amend/Accept**

A. Motion to Approve February 21,2024 Regular Board Minutes by Keith Aurand; Seconded by Autumn Brady. Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes; Autumn Brady-Yes; Anthony Venier-Yes. Motion Carried.

B. Motion to Approve February 21, 2024 Executive Board Minutes by Keith Aurand; Seconded by Anthony Venier. Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes; Autumn Brady-Yes; Anthony Venier-Yes. Motion Carried.

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**VI. FINANCIAL REPORTS-Review/Amend/Accept**

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

Duane Long reported final adjustments to the budget will be made after a financial meeting with the staff. Budgets will be close but we have done many great projects. All tax money is in. We are still waiting for the \$40,000 grant reimbursement for the Canoe Launch.

Motion to Approve February Financial Reports by Anthony Venier; Seconded by Autumn Brady. Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes; Autumn Brady-Yes; Anthony Venier-Yes. Motion Carried.

**B. Review Income/Expenses on 2023A Promissory Note**

Duane Long informed the Board of commissioners that as of March no funds have been used from the note. His goal is to pay the note off early. Michelle Lawson is working on a cash analysis.

No Action Taken.

**VII. REPORTS**

**A. Commissioners-**

1. Autumn Brady-Autumn reported Keith Aurand showed her the back side of the Meadows Park. She thanked Tyler and his maintenance team for all they do for our parks. She also thanked him for doing the Meadows burn.
2. Rodney Frey-Rodney thanked all the staff for being at the Board Meeting. He also thanked our maintenance crew for all their work at the Dog Park.
3. Keith Aurand-Keith had a comment from a community member asking for a baby swing to be added to Vaile Park. Duane said we can make changes and add the swing if the board has a consensus to make the changes.
4. Anthony Venier-Anthony visited the new outdoor classroom at the Nature Center. Anthony hopes it will be dressed up. Duane said Tyler will be doing landscaping around the structure and adding trellis to the sides.

- B. Executive Director-**Duane Long reported a busy month working on projects. It is estimated we will have \$10,000 in upgrades to the Band Shell in Page Park. Tyler will do all the labor and the City of Dixon is waiting for approval to pay one half of the costs. Duane asked the board to look at the financial page for Facility. He showed the board how much income was generated in our first full year of parties. He recognized Front Desk Manager, Jana Halfacre for her work on promoting and booking the parties. The Vaile Park grant has been awarded. The City of Dixon will put out the bidding process for us on this grant. Next month the City officials will meet with our Board members and go

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over the “Project Rock” grant. The Stengel Trail will be mowed and maintained by a Polo farmer. His name will be released after Duane meets with him on March 21st. He will mow the trail, the parking lot in Polo, and the parking lot in Woosung.

Jana Halfacre reported the front desk is busy and thriving at the Facility.

Seth Nicklaus and Michele Kreczmer gave a recap of their year in recreation. Seth spoke about the recreation programs. Seth reported that our partnership with Sauk Valley bank is bringing in volunteers for some of our programs. SVB has a donate 8 program and their staff will be helping with our Spark camps. Seth concluded with our sign sponsorship program. He is reaching out to new donors to join our team of current donors. Michele spoke about her program, The Kids Table.

Tyler told the board he completed the 2024 controlled burn in the Meadows. 22 acres were burned safe and successful. They burned Damian’s Prairie, Pheasants Forever, and the Lower 40. The Band Shell project will begin soon. The Sunflower field will be behind the Dog Park again. He is purchasing new seeds for bigger sunflowers. The water at all the parks will be turned on in April. His crew will look into cleaning up the Savannah area at Page Park.

Duane Long has a special recognition to make. On behalf of the park district he honored Seth Nicklaus and Michele Kreczmer with a shadow box mounted with the Dixon Park District basketball jersey they created for the first ever youth basketball league at Dixon Park District. The jersey was printed with their basketball career numbers. Seth Nicklaus #4 and Michele Kreczmer #22.

## VIII. OLD BUSINESS

### A. **Review/Amend Annual Budget & Appropriation Ordinance #640**

Duane Long reported the budget is almost final with just a few more changes, but nothing major. Property replacement tax in Corp. is estimated at \$100,000 more than what is budgeted. This is to help carry over a fund balance for 2025-2026.

No Action Taken.

### B. **Review/Amend/Approve Changes to the Boat House Lease Agreement**

Michelle Lawson read the changes in the Boat House Lease

Assignment and Subletting. Lessee may assign this lease with written approval from Lessor to an immediate family member *an immediate family member* is defined as a spouse, parent, child, brother, sister, grandparent, grandchild, son-in-law, daughter-in-law, mother-in-law, father-in-law,

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step-parent, step-parent-in-law or legal guardian.

Lessee shall not sublet or grant any concession or license to use the space or any part thereof.

Motion to approve Changes to the Boat House Lease Agreement by Anthony Venier, Seconded by Autumn Brady

Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes;

Autumn Brady-Yes; Anthony Venier-Yes. Motion Carried.

C. **Review/Amend/Approve the Addendum to the Petunia Festival Lease to Include the Car Show at John Dixon Park**

Duane Long said this addendum was drafted to include the use of John Dixon Park for the Petunia Festival Car Show.

Motion to Approve the addendum to Include the Car Show at John Dixon Park by Keith Aurand; Seconded by Autumn Brady.

Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes;

Autumn Brady-Yes; Anthony Venier-Yes. Motion Carried

IX. **NEW BUSINESS**

A. **Approve Proposal by Matt Richards, Rebels Baseball for Batting Cages at Reynolds Field**

Seth Nicklaus described our partnership with Rebels Baseball. Matt Richards is the contact for the Rebels. The Rebels would like to purchase a batting cage to be placed in Reynolds Fields. One tree will need to be removed to accommodate the cage. The Rebels and Dixon High School Softball will split the cost of the cage and work with a total cost of \$20,000. The cages will be open to the public around scheduled times with the Rebels and Dixon Softball.

There is a possibility for 8 to 10 parking spaces to be added if the space proves it is needed. The question arose from Anthony Venier, Can it be used for slow pitch? Seth will look into the use for slow pitch. The netting will be stored in the shed at Reynolds Field. A second cage could be added if needed. Any monies used from the park district will come out of SRA.

Motion to Approve Proposed Batting Cages at Reynolds Field

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by Anthony Venier; Seconded by Autumn Brady.  
Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes;  
Autumn Brady-Yes; Anthony Venier-Yes. Motion Carried

**B. Review Bow Hunting Rules for 2024**

Duane Long reported it has been a joy to work with the new coordinators. The communication is good. We will not have a turkey hunt this year. Rules will be created to have the hunt next year in 2025. Evan Thorpe sent a survey out to the current hunters and got great feedback before making the rule changes for 2024. The rules will have the addition of No Camaras and the youth programming will be reworded.  
Consensus to Move Forward with the Bow Hunting Rules for 2024  
Consensus Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes;  
Autumn Brady-Yes; Anthony Venier-Yes. Motion Carried

**C. Approve Construction Improvements at Al Morrison Complex**

Duane Long reported that Al Morrison is making upgrades to their batting cages. A building permit has been obtained and included in your board packet. This is not cost to the Park District.  
Motion to by Anthony Venier; Seconded by Autumn Brady.  
Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes;  
Autumn Brady-Yes; Anthony Venier-Yes. Motion Carried

**D. Review/Approve Request For Rock River Madness Details from Jennifer Lang**

Duane Long read an email from Jennifer Lang requesting a beer wagon for participants only at the Rock River Madness Event. Discover Dixon will follow all city ordinances to relate to alcohol at events. Discover Dixon would also like approval for fireworks at Venetian Night in Page Park. We have allowed this for past events by Discover Dixon.  
Motion to Request For Rock River Madness Details from Jennifer Lang  
by Keith Aurand; Seconded by Autumn Brady.

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

**X. EXECUTIVE SESSION-**

Motion to go into Executive Session by Keith Aurand, seconded by Anthony Venier to consider information regarding the appointment, employment, or dismissal of an employee or officer at 7:53 PM

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

**XI. Take action to come out of closed session**

Motion to come out of Executive Session at 8:57 PM by Keith Aurand, seconded by Anthony Venier.

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

**XII. ADJOURN**

Motion by Keith Aurand to Adjourn, seconded by Autumn Brady to Adjourn.

Vote by Roll Call: Keith Aurand-Yes; Rodney Frey-Yes; Autumn Brady-Yes; Anthony Venier-Yes. Meeting Adjourned at 8:59 PM

Signatures:

\_\_\_\_\_ Date: \_\_\_\_\_  
Rodney Frey

\_\_\_\_\_ Date: \_\_\_\_\_  
Anthony Venier

\_\_\_\_\_ Date: \_\_\_\_\_  
Autumn Brady

\_\_\_\_\_ Date: \_\_\_\_\_  
Keith Aurand

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