

**MINUTES OF REGULAR BOARD MEETING  
DIXON PARK DISTRICT  
804 PALMYRA STREET DIXON, ILLINOIS  
April 26, 2017**

**I. CALL TO ORDER**

- A. President Shane Miller called the meeting to order at 6:02 p.m.  
Roll Call: President Miller - present, Vice-President Ron Pritchard - not present,  
Commissioner Paul Campbell - present, Commissioner Steve Pritchard - present.

Staff Present: Debra Carey, Executive Director and Board Secretary  
Teresa Smith, Office Staff  
Greg Hunter, Park Ranger  
Duane Long, Director Maintenance Department

**II. CHANGES TO THE AGENDA**

**III. OATH OF OFFICE**

- A. Miller, Keith Aurand and Rodney Frey all took the oath of office as Dixon Park District Commissioners and were congratulated by Carey and Campbell.

Ron Pritchard arrived at 6:06 p.m.

**IV. VISITORS**

**V. CORRESPONDENCE**

- A. Carey indicated she received information on the upcoming Joe Curia Golf Outing that is a benefit for the Dixon Area YMCA. Carey indicated 2 staff members are interested in golfing in the event. Carey suggested that we show community support by paying for these 2 staff members to play in the event to represent the Park District. The suggestion was supported by Ron Pritchard and Miller.

**VI. APPROVAL OF MINUTES**

- A. Steve Pritchard made a motion, seconded by Ron Pritchard, to approve the March 22, 2017 regular session, the March 22, 2017 executive session, the April 12, 2017 regular session and the April 12, 2017 executive session minutes.  
Vote by roll call: Miller - yes, Ron Pritchard - yes, Frey - yes, Aurand - yes and Steve Pritchard - yes. Motion carried.

**VII. APPROVAL/ACCEPTANCE OF FINANCIAL REPORTS**

- A. Ron Pritchard made a motion, seconded by Steve Pritchard, to approve/accept all sets of Financial Documents of March 2017 as printed.  
Vote by roll call: Miller - yes, Ron Pritchard - yes, Frey - yes, Aurand - yes, and Steve Pritchard - yes. Motion carried.

## **VIII. REPORTS**

- A. Commissioners
1. Miller - None
  2. Ron Pritchard - Thanked Miller for coming to the Easter Egg Hunt. Felt the event was successful with good attendance however he heard comments about what could be offered.  
A photo of guardrail used in Wisconsin was shared. This may be an option for the roads in Lowell Park. This should be on the agenda at the next meeting or as a retreat agenda item.
  3. Frey - None
  4. Aurand - None
  5. Steve Pritchard - Indicated that he recently had someone ask about the potential for additional bike trails. The group suggested that this individual could attend the Rock River Bike Club meeting on the second Tuesday of the month to assist this group with maintenance of the current trail system in Lowell Park.
- B. Executive Director - Carey indicated that Terry is working on Risk Management with the summer staff starting back to work in April. Terry is also sharing weather safety and lightning safety information with the staff, on social media and at the kiosk at the Ruth Edwards Nature Center. Carey encouraged the Board members to go out to the Ruth Edwards Nature Center to see the new display.  
OHV registration is slow with less than 50 people registered for 2017.  
Duane has received 2 price quotes for replacement of the roof on the shelter at Wooden Wonderland. The Board members supported going forward with the lower of the 2 quotes for the replacement of the current roof with a metal roof.

## **IX. OLD BUSINESS**

- A. Reagan Committee  
Ron Pritchard indicated that John Weitzel will not be participating in the committee due to personal issues. David Trandel will be in Dixon the second week in May. Colleen Brechon is interested in being part of the committee.
- B. Referendum  
Miller indicated that the timing of the referendum is important for it to be successful. This would be a good retreat topic. Decision was made to schedule a retreat on May 17 at 6:00 PM with agenda items to include: referendum, background check policy, and guardrails at Lowell Park. Miller will invite the Dixon Mayor Liandro Arellano to the retreat.

## **X. NEW BUSINESS**

A. Adopt Fall and Winter Activity Fee Schedule

It was recommended that the fees be set by the staff this year and in future years. This item can be removed from the agenda in the future.

B. Risk Management Procedures and Policies

This will be tabled until the next meeting.

C. Economic Interest Statement Reminder

Carey reminded the Board that the deadline for turning the form into the Lee County Court House is May 1.

D. Destruction of Audio Recordings Over 18 months of Age for Previous Board Meetings

Carey indicated the current practice is to record the executive sessions and have the Board sign the meeting minutes of all sessions. Recording are kept on file. Aurand made a motion, seconded by Steve Pritchard to destroy audio recordings of the executive session of the Board that are over 18 months of age.

Vote by roll call: Miller - yes, Ron Pritchard - yes, Frey - yes, Aurand - yes, and Steve Pritchard - yes. Motion carried.

**XI. EXECUTIVE SESSION**

The Board returned to open session at 7:29 p.m.

**XII. ADJOURN**

At 7:42 p.m., Steve Pritchard made a motion, seconded by Ron Pritchard, to adjourn.

Vote by Roll Call: Miller - yes, Ron Pritchard - yes, Frey - yes, Aurand - yes, and Steve Pritchard - yes.

Motion carried.

Signatures:

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Shane Miller

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Ron Pritchard

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Keith Aurand

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Steve Pritchard

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Rodney Frey