

**DIXON PARK DISTRICT
MINUTES OF REGULAR BOARD MEETING
804 PALMYRA STREET DIXON, ILLINOIS
AUGUST 15, 2018**

I. CALL TO ORDER

- A. President Ron Pritchard called the meeting to order at 6:03 p.m.
Roll Call: President R. Pritchard - present
Vice President - Shane Miller - present at 6:08 PM
Commissioner - Rodney Frey - present
Commissioner and Board Secretary - Keith Aurand - present
Commissioner - Steve Pritchard - present
Staff Present: Duane Long - Executive Director
Teresa Smith - Administrative Assistant
Marissa Loescher - Bookkeeper

II. CORRESPONDENCE

- Heritage Square sent a card expressing appreciation for the program provided for their facility by Carol Schnaiter.
The family of Kit Lillyman sent a card expressing appreciation for the flowers sent for the funeral of Kit Lillyman.
Hector Corona sent an e-mail expressing gratitude for the time and efforts of the Dixon Park District staff to help make his event at Lowell Park successful.

III. CHANGES TO THE AGENDA

- A. Matt Hey and Derrick Storey from the Dixon Community Fire Protection District Firefighters Association presented a \$1000 check to the Dixon Park District for use on the Wooden Wonderland Splash Pad. The Board members expressed appreciation for the generous donation.
- B. BUILD Grant
Danny Langloss presented information for the Board members regarding the BUILD Grant that the City of Dixon recently applied for. The grant money and partnerships between the City of Dixon and the Dixon Park District could provide numerous opportunities for growth and improvement in the community.
- C. FY2017 - 2018 Audit - Dave Knutte
Dave Knutte complimented the Dixon Park District staff for having good systems in place to account for all money coming in and for disbursements being paid. Board members will have the opportunity to review the audit with final approval of the audit at the September Board meeting. Dave shared that on August 13th, 2018 the State of Illinois announced that Park Districts can continue to use a cash basis accounting system. Transitioning to the accrual basis accounting system will not be required.

IV. VISITORS Sign-in sheet is on file.

V. APPROVAL OF MINUTES

- A. Commissioner Miller made a motion, seconded by Commissioner Frey, to approve the July 18, 2018 regular session minutes and the July 18, 2018 executive session minutes as printed.
Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - yes; motion carried.

VI. FINANCIAL REPORTS - Review/Amend/Accept

- A. Commissioner S. Pritchard made a motion, seconded by Commissioner Miller to accept all financial documents for July 2018 as printed.
Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - yes; motion carried.

VII. REPORTS

- A. Commissioners
1. President R. Pritchard - The fundraising event in July for Park for Paws was well attended.
 2. Commissioner Miller - none
 3. Commissioner Frey - none
 4. Commissioner Aurand - There was good attendance two weeks ago at the community concert held at the band shell.
 5. Commissioner S. Pritchard - none
- B. Executive Director
The Board reviewed Long's report as printed.
Long indicated progress on the Wooden Wonderland Splash Pad is moving along with the target date for opening set for summer of 2019.
The disc golf course is on schedule with equipment expected to arrive next week. The baskets have been changed to red instead of the original red, white and blue because the red, white and blue baskets will not be available for several weeks.
The new easement for Dr. Strom on the Plum Creek property has been received.
The Dixon Park District received a \$6500 donation from the Ronald Reagan Run committee.
Landscaping at the park office will begin later this summer. This will minimize the amount of time the Maintenance Department spends on landscaping.

VIII. OLD BUSINESS

- A. Sale of Plum Creek
No bids were received for the sale of the Plum Creek property prior to the deadline of 10:00 a.m. on August 15, 2018.
Commissioner S. Pritchard made the motion, seconded by Commissioner Aurand to open the Plum Creek property up for bids with no minimum bid and having the ability to refuse any and all bids and to offer the Plum Creek property as 2 parcels.
Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - yes; motion carried.

- B. Financial Audit Proposal for FY 18-19 to FY 20-21
Commissioner S. Pritchard made a motion, seconded by Commissioner Frey to accept the audit proposal from Knutte & Associates for the fiscal years ending in March 2019, March 2020 and March 2021.
Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - yes; motion carried.
- C. Woodcote Fees for 2019
Consensus of the Board is to have the staff set the 2019 prices for Woodcote as deemed appropriate. Long indicated the staff will continue to define the details of the lease for Woodcote.
- D. Splash Pad at Wooden Wonderland
The splash pad project is currently in the conceptual phase. Long indicated we continue to receive donations for the splash pad at Wooden Wonderland. Long is working on a tiered donation system to recognize the donations made to the Dixon Park District.

IX. NEW BUSINESS

- A. Ordinance #592 - Annexation of 628 Palmyra Rd
Commissioner S. Pritchard made a motion, seconded by Commissioner Aurand to approve Ordinance #592 - Annexation of 628 Palmyra Rd into the Dixon Park District.
Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - yes; motion carried.
- B. FY2017-2018 Treasurer's Report
The Treasurer's Report included in the Board packet will be available at the September board meeting for final approval.
- C. Debra Carey Appreciation
Consensus of the Board was to have the staff move forward with planning an appreciation event for the previous Dixon Park District Executive Director.

X. EXECUTIVE SESSION

- A. The Board returned to Open session at 8:23 p.m.

XI. ADJOURN

At 8:27 p.m. Commissioner S. Pritchard made a motion, seconded by Commissioner Miller, to adjourn.
Vote by roll call: R. Pritchard - yes, Miller - yes, Frey - yes, Aurand - yes, and S. Pritchard - yes; motion carried.

Signatures: _____ Date: _____
Ron Pritchard

_____ Date: _____
Shane Miller

Keith Aurand

Date: _____

Steve Pritchard

Date: _____

Rodney Frey

Date: _____