

MINUTES OF THE BOARD OF PARK COMMISSIONERS
November 19, 2020

The Board of Park Commissioners held their regular meeting on November 19, 2020 in the Tom Baker meeting room of the City/County Building. President Jeske called the meeting to order at 5:15 pm. Commissioners Gilbertson, Jordan, Zimmerman, and Munson were present.

Commissioner Munson moved to approve the agenda as presented with the exception of the Featured Partners and Programs. This item will be moved to the December meeting due to scheduling conflicts. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Executive Director Bina reviewed the list of qualifications received for professional consultants for 2021 and 2022 projects. If additional consultants wish to be added, they can submit their qualifications to the District for Board consideration at future meetings. Commissioner Jordan moved to approve the list of consultants provided. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Finance Director Kathy Feist provided information to the Board regarding a municipal lease balloon payment which is coming due. Commissioner Gilbertson moved to have staff refinance the lease for five years with no penalty for early pay off. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Facilities and Programs Director Kevin Klipfel provided an update on the Park District's Risk Management Program.

Facilities and Programs Director Kevin Klipfel reviewed the Matching Grant Program along with a proposal to raise the maximum grant match funds from \$20,000 to \$25,000 for the 2021 grant program. Commissioner Munson moved to approve the increase for maximum grant funding as outlined. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Finance Director Kathy Feist reviewed the proposed changes to the Accounting Handbook with the Board. Commissioner Jordan moved to approve the changes. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Administrative Services Manager Julie Fornshell reviewed proposed changes to the Human Resource Policy and Procedure Handbook. Commissioner Munson moved to approve the changes as outlined. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Proposed changes to the Park District's Memorial Policy were reviewed by Finance Director Kathy Feist. Commissioner Gilbertson moved to approve the changes presented. Commissioner Munson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

President Jeske reviewed the following items on the consent agenda:

- Review and approval of October 22, 2020 Board meeting minutes.
- Request Board authorization to call for bids for the 2021 Activity Schedule.
- Request Board authorization to call for request for proposals for an ADA Access Audit and Transition Plan.
- Request Board authorization to proceed with professional consultant selection for various projects.

Commissioner Munson moved to approve the consent agenda as presented. Commissioner Jordan seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

Commissioner Munson moved to approve the bills for payment with checks 407054 to 407068 and 203507 to 203737 along with bank drafts DFT000827 to DFT000844, EFTs 1047 to 1083 and direct deposits 32832 to 33651. Commissioner Gilbertson seconded the motion, and the voting went as follows: Ayes: Commissioners Gilbertson, Jordan, Zimmerman, Munson, and President Jeske. The nays being none, the motion carried.

The next regular Park Board meeting is scheduled for December 17, 2020 at 5:15 pm at the Tom Baker Meeting Room. The meeting was adjourned at 5:50 pm.