



# Roxana Community Park District



#2 Park Drive, Roxana, IL 62084  
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Debra L. Ferry  
*Director*

## **REGULAR MEETING MINUTES** **February 13, 2023**

The Regular Meeting of the Board of Commissioners of the Roxana Community Park District was called to order at 7:00pm, February 13, 2023 in the Oak Room of the Rox-Arena President Mike Toolen. Upon roll being called, the following Commissioners answered present: Mike Toolen, Rick Rader, Will Cunningham, Leslie Schmidt. Darlene Yarborough was absent. Also present, was Director Debra Ferry and Maintenance Foreman Jason John.

**Minutes:** A motion was made by Rader, seconded by Schmidt, to approve the Minutes of the Regular Meeting, January 10, 2023. Upon the roll called, all present voted aye, none voted nay. Motion passed. A motion was made by Cunningham, seconded by Schmidt to approve the minutes of the Special Meeting on January 31, 2023. Upon roll being called, all present voted aye, none voted nay. Motion passed.

**Treasurer's Report:** A motion was made by Rader, seconded by Cunningham, to approve the Treasurer's Report, and that it be placed on file for audit. Upon roll being called, all present voted aye, none voted nay. Motion passed.

**Bills:** A motion was made by Cunningham, seconded by Schmidt, that the Bills having been verified by the Finance Committee, be approved for payment. Upon roll being called, all present voted aye, none voted nay. Motion passed.

**Correspondence:** None

## **COMMITTEE REPORTS**

**Building and Grounds:** The solar project quotes were presented to the Board. The Director explained that only the Rox-Arena would qualify for the federal rebate as a heating/cooling center for the community. The out-of-pocket expense for the other locations would take years to recuperate. After the material and installation expense, grants, fees and rebates, the Rox-Arena project would end up about break even. After some discussion, the Board was in agreement to pass on the options and possibly revisit at a later time. The Rox-Arena utilities have been under the management of a broker for years, which obtains lower rates already.

The Board was asked to make a decision regarding the Burbank Park development plan that was previously presented by Farnsworth Group. The fee was quoted as \$7,500 which would include a property survey, renderings, reviews and cost estimates. A motion was made by Rader, seconded by Schmidt to move forward with the plan development. Upon roll being called, all present voted aye, none voted nay. Motion passed.

**Supplies and Finance:** Pool pricing was presented for review. The Director proposed raising the family passes to a buy three get one free fee structure, increasing the additional pass and raising pool parties by \$25. A motion was made by Schmidt, seconded by Rader to change the resident family pass from \$150 to \$225, the school district family pass from \$200 to \$300, each additional pass from \$25 to \$35, the senior school district pass from \$25 to \$35 and pool parties from \$175



and \$200 to \$200 and \$225. Upon roll being called, all present voted aye, none voted nay. Motion passed.

**Personnel:** The Board was informed that Jason John was happy to accept the position of Superintendent of Parks. Jason was present at the meeting and offered his thanks and appreciation for the opportunity. A motion was made by Rader, seconded by Schmidt to increase his salary to the final rate of his predecessor. Upon roll being called, all present voted aye, none voted nay. Motion passed.

With regard to the full-time vacancy, a final job description for a maintenance worker was presented for review. The Director asked to delay advertising until the Village Board ruled on the residency policy. It was agreed that if they did not come to a resolution at the next meeting, the position would be advertised with school district residency and an ordinance updating the park policy would be forthcoming.

**Recreation Programs and Events:** None

**Police, Ordinance & Public Relations:** None

**Other Business:** Commissioner Cunningham had an inquiry from former employee, Alex Best, regarding payment for unused sick leave. The Director informed the Board that there is no policy regarding unused sick time and that was conveyed to Alex Best before his departure. He received payment for all accrued and unused sick and personal time. A copy of the personnel section of the District policy manual would be forwarded to Cunningham as committee chairman for future reference.

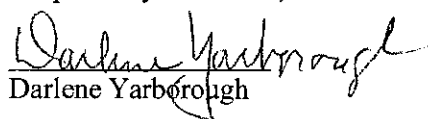
**Executive Session:** A motion was made by Cunningham, seconded by Schmidt to enter into executive session at 8:05pm to discuss personnel and possible litigation. Upon roll being called, all present voted aye, none voted nay. Motion passed.

The Board reconvened the Regular Meeting and no action was taken.

A motion was made by Schmidt, seconded by Cunningham to adjourn the meeting. Upon roll being called, all present voted aye, none voted nay. Motion passed.

The meeting stood adjourned at 8:10pm.

Respectfully submitted,

  
Darlene Yarbrough

3-14-23

Date