CALL TO ORDER
Vice President Condon called the meeting to order at 7:00 p.m.

ROLL CALL
President VanderVeen called for the roll. Vice President Peggy Condon, Commissioner John Frankenthal, Commissioner Pat Lenski, Commissioner Jay Moffat & President VanderVeen all answered present.

Staff members present were Director Sheavoun Lambillotte, Administrative Assistant Amy McConnell, Supt. of Recreation Nicole Vickers, Supt. of Parks & Properties Larry Gabriel, Supt. of Finance & Personnel Christy Powell, Manager of Peck Farm Trish Burns and Director of Marketing & Public Relations Traci Wicks.

Press: None
Guests: None

HEARING OF GUESTS
None

READING OF MINUTES
Commissioner Frankenthal made a motion to approve the minutes from the Regular Scheduled Meeting of January 18, 2016 as presented. Commissioner Lenski seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS
Commissioner Moffat made a motion to approve the claims and accounts as presented. Commissioner Frankenthal seconded. All ayes. Motion carried.

TREASURER’S REPORT AND SUPERINTENDENT OF FINANCE REPORT
Superintendent of Finance & Personnel Christy Powell reviewed the January financial reports. Ms. Powell stated the Consumer Price Index (CPI) for the 2015 calendar year was released at .7%. This rate will be used to determine the growth in our 2016 tax levy, which is received in budget year 2016-2017. The Board will be issued their own Park District email addresses for Park District business matters. Commissioner Lenski asked Ms. Powell if there were any updates with IMET to report & Ms. Powell said that there were none at this time, as it is an extremely long process with how many parties are involved. Commissioner Lenski made a motion to approve the Treasurer’s Report and Superintendent of Finance Report as presented. Commissioner Frankenthal seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA
Commissioner Lenski made a motion to approve the agenda as presented. Commissioner Moffat seconded. All ayes. Motion carried.

CORRESPONDENCE
Press clippings book was passed around. President VanderVeen read an email from a Geneva resident in regard to how much they enjoy our ice rinks & thanking staff for all their efforts in creating & maintaining them each year.

OLD BUSINESS
COMMUNITY SURVEY RESULTS PRESENTATION
Ron Vine, formerly of Leisure Vision, was present to review the results of the District’s 2015 Community Survey. The purpose of the survey was to establish priorities for the future improvement of parks and recreation
facilities, programs, and services within the community. Questions focused on customer satisfaction, priority of needs, unmet needs, and importance priority for a wide range of services. The survey was administered by mail to Geneva Park District households. Mr. Vine worked with the Geneva Park District Board & Staff in the development of the survey questionnaire. They mailed surveys to a random sample of 10,000 households throughout the Geneva Park District. There were a total of 1,032 surveys completed which met the goal of obtaining 1,000. Following are some results of the survey which have a 95% level of confidence with a precision of at least +/-3.4%:

- **Satisfaction with the Overall Quality of Services and Facilities:** Ninety-two percent (92%) of households indicated that they are either “very satisfied” or “satisfied” with the overall quality of parks & playgrounds for the Geneva Park District. Similar levels of satisfaction include: overall quality of Peck Farm Park Interpretive Center (91%) and overall quality of walking/biking trails (89%). Households were least satisfied with the overall quality of Mill Creek Pool (65%).

- **Most Important Parks and Facilities:** The top three most important parks and facilities that households believe should receive the most attention from Geneva Park District over the next two years are: overall quality of walking/biking trails (29%), overall quality of parks and playgrounds (23%), and the overall quality of Sunset Pool (16%).

- **Satisfaction with Parks and Playgrounds:** Eighty-nine percent (89%) of households indicated that they are either “very satisfied” or “satisfied” with mowing & trimming in parks for Geneva Park District parks and playgrounds. Similar levels of satisfaction include: overall quality of playground equipment (87%) and the overall quality of landscaping (78%). Households were least satisfied with overall quality of outdoor restrooms (44%).

- **Most Important Parks and Playgrounds:** The top three most important parks and playgrounds that households believe should receive the most attention from Geneva Park District over the next two years are: overall quality of outdoor restrooms (30%), overall quality of landscaping (shrubs/flowers) (22%), and overall quality of playground equipment (21%).

**ORGANIZATIONAL USAGE**

**STEPHEN D. PERSINGER RECREATION CENTER**

- **Usage and Satisfaction of Stephen D. Persinger Recreation Center:** Thirty-eight percent (38%) of households indicated that they have used the Stephen D. Persinger Recreation Center in the past 12 months. Of those 38%, 88% indicated that they were either “very satisfied” or “satisfied” with the quality of running track, quality of gymnasiums, and cleanliness of center. Similar levels of satisfaction include: knowledge & courtesy of Center staff (84%) and cleanliness of locker rooms (82%).

- **Services that Are Most Important to Households:** The top three most important services provided by the Stephen D. Persinger Recreation Center are quality of programs offered (27%), membership fees for value received (24%), and quality of cardiovascular equipment/fitness area (24%).

**SUNSET RACQUETBALL AND FITNESS CENTER**

- **Usage and Satisfaction of Sunset Racquetball and Fitness Center:** Twenty-two percent (22%) of households indicated that they have used the Sunset Racquetball and Fitness Center in the past 12 months. Of those 22%, 86% indicated that they were either “very satisfied” or “satisfied” with cleanliness of center. Similar levels of satisfaction include: cleanliness of locker rooms (85%) and knowledge & courtesy of Center staff (85%).

- **Services that Are Most Important to Households:** The top three most important services provided by the Sunset Racquetball and Fitness Center are cardiovascular equipment/fitness area (39%), membership fees for value received (27%), and quality of strength training/free weights (26%).

2
SUNSET POOL

- **Usage and Satisfaction with Sunset Pool:** Thirty-three percent (33%) of households indicated that they have used the Sunset Pool in the past 12 months. Of those 33%, 89% indicated that they are either “very satisfied” or “satisfied” with slides (tube, body, & drop). Similar levels of satisfaction include: zero depth wading pool (89%), new play features (84%), and level of safety provided by lifeguards (81%).

- **Services that Are Most Important to Households:** The top three most important services provided by the Sunset Pool are cleanliness of pool water (43%), cleanliness of bath house (38%), and level of safety provided by lifeguards (30%).

MILL CREEK POOL

- **Usage and Satisfaction with Mill Creek Pool:** Six percent (6%) of households indicated that they have used the Mill Creek Pool in the past 12 months. Of those 6%, 83% indicated they are either “very satisfied” or “satisfied” with lap lanes. Similar levels of satisfaction include: cleanliness of pool water (77%) and level of safety provided by lifeguards (77%).

- **Services that Are Most Important to Households:** The top three most important services provided by the Mill Creek Pool are cleanliness of pool water (39%), level of safety provided by lifeguards (36%), and cleanliness of bath house (31%).

PROGRAM USAGE

- **Amount of Programs Households Have Participated in Over the Past 12 Months:** Fifty-one percent (51%) of households indicated that they have participated in at least one program offered by the Geneva Park District over the past 12 months which is comparable to 55% from 2010 and is above the Illinois average of 43% and the national average of 34%. Of the 51% who have participated in at least 1 program, 22% have participated in 2 to 3 programs, 13% in 1 program, 10% in 4 to 6 programs, 4% in 7 to 10 programs, and 2% in 11+ programs.

- **Satisfaction with Program Services:** Eighty-three percent (83%) of households indicated that they are either “very satisfied” or “satisfied” with the quality of facility where program is offered. Similar levels of satisfaction include: location of programs (81%) and ease of registration (mail/drop-off) (80%). The top three program services that are most important to households include times programs are offered (29%), quality of instructors (18%), and variety of programs offered (18%).

PROGRAM NEEDS

- **Fitness, Health, & Wellness Programs that Are the Most Needed:** Based on the percentage of respondents that have a need for parks and recreation programs, 61% indicated a need for fitness, health, & wellness programs, which is higher than both the Illinois average (47%) and the national average (48%). Other most needed programs include adult general programs (40%) which is above the Illinois and national average (31%), environmental education/nature programs (28%) which is comparable to the Illinois average (22%) and the national average (25%), and active older adult programs (25%) which his comparable to the Illinois average (19%) and the national average (23%).

- **Fitness, Health, & Wellness Programs that Are the Most Important to Households:** Based on the percentage of respondents who selected the item as one of their top four choices, 41% indicated that fitness, health, & wellness programs was the most important to their household, above both the Illinois average (33%) and the national average (30%). Other most important programs include adult general programs (25%) above both the Illinois average (17%) and the national average (16%), active older adult programs (14%) comparable to both the Illinois average (12%) and the national average (14%), environmental education/nature programs (14%), and youth sports leagues (13%).
• **Fitness, Health, & Wellness Programs Households Participate in the Most Often:** Based on the percentage of respondents who selected the item as one of their top four choices, 30% of households indicated that they participate in fitness, health, & wellness programs the most often. Other programs that are the most participated in include: youth sports leagues (12%) and adult general programs (12%).

**SUPPORT FOR IMPROVEMENTS**

• **Support for Improvement to Parks and Recreation System:** Seventy-six percent (76%) of households indicated they were either “very supportive” or “somewhat supportive” to connect existing walking & biking trails. Similar levels of support for improvement include: upgrade existing neighborhood & community parks (67%), acquire open space for passive activities (68%), and develop riverfront recreation activities (64%).

• **Most Important Improvements to Acquire Open Space Land and Develop New Facilities:** Based on the sum of respondents’ top four choices for most important improvements for the Geneva Park District to acquire open land and develop new facilities, 39% indicated that connect existing walking and biking trails was most important. Other most important improvements include: acquire open space for passive activities (27%), develop riverfront recreational activities (26%), and upgrade existing neighborhood/community parks (20%).

**FOX VALLEY SPECIAL RECREATION ASSOCIATION**

• **If Residents Have a Disability:** Ten percent (10%) of respondents indicated that they have a disability.

• **If Residents are Aware Services are Provided to Geneva Residents with Disabilities by the Fox Valley Special Recreation Association:** Forty-one percent (41%) of respondents are aware that services provided to Geneva residents with disabilities are provided by the Fox Valley Special Recreation Association.

• **If Households Have Utilized Disability Services:** Forty-four percent (44%) of respondents indicated that they have utilized disability services provided by the Fox Valley Special Recreation Association.

• **Satisfaction with Services Provided by the Fox Valley Special Recreation Association:** Sixty-five percent (65%) of respondents indicated they were either very satisfied (25%) or satisfied (40%) with the services provided by the Fox Valley Special Recreation Association. Twenty-five percent (25%) were neutral and 10% were very dissatisfied.

**OTHER FINDINGS**

• **If Residents are Aware Geneva Park District is a Separate Unit of Government:** Seventy-three percent (73%) indicated that they are aware that Geneva Park District is a separate unit of government from the City of Geneva and that the park district has its own elected board.

• **Satisfaction with Overall Value Households Receive from Geneva Park District:** Seventy-six percent (76%) of respondents indicated they were either “very satisfied” (36%) or “satisfied” (40%) with the overall value they receive from the Geneva Park District. The Illinois average for satisfaction with overall value households receive from the park district is 66% and the national average is 61%. Sixteen percent (16%) are neutral, 5% are dissatisfied, and 3% are very dissatisfied.

**TAX ABATEMENT ORDINANCES**

Supt. of Personnel & Finance Powell stated that the tax levy associated with the Alternative Revenue Bonds must be abated annually. The tax levies for Series 2012A, 2014 and 2010 must be abated annually as these
bonds are paid from the General and Recreation Funds. Abatement ordinances must be filed with Kane County by March 1.

**TAX ABATEMENT ORDINANCE #2016-01 (Series 2012A)**
Commissioner Moffat made the motion to approve the Tax Abatement Ordinance #2016-01 for Series 2012A Bond Issue. Commissioner Frankenthal seconded. Roll call vote was taken. Condon-aye, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. All ayes were recorded. Motion carried.

**TAX ABATEMENT ORDINANCE #2016-02 (Series 2014)**
Commissioner Moffat made the motion to approve the Tax Abatement Ordinance #2016-02 for Series 2014 Bond Issue. Commissioner Lenski seconded. Roll call vote was taken. Condon-aye, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. All ayes were recorded. Motion carried.

**TAX ABATEMENT ORDINANCE #2016-03 (Series 2010)**
Commissioner Moffat made a motion to approve the Tax Abatement Ordinance #2016-03 for Series 2010 Bond Issue. Vice President Condon seconded. Roll call vote was taken. Condon-aye, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. All ayes were recorded. Motion carried.

**COMMUNICATIONS**
Director Lambillotte met with the City Manager in regard to the upcoming 3rd rail project & updated the Board on the discussions being held.

Intergovernmental meetings continue with the School District.

Staff is in the process of completing annual full time staff evaluations to be completed by the end of February in preparation for our Personnel & Policy Committee Meeting in early March. Susan VanderVeen and Peggy Condon are on the committee this year. The time/date for the Finance Committee Meeting with Jay Moffat & John Frankenthal needs to be scheduled as well.

**FUTURE MEETINGS**

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<thead>
<tr>
<th>Committee Meeting</th>
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<th>Time</th>
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<tbody>
<tr>
<td>Personnel &amp; Policy Committee Meeting</td>
<td>March 14, 2016</td>
<td>5:00 PM</td>
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<tr>
<td>(Susan VanderVeen &amp; Peggy Condon)</td>
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<tr>
<td>Regular Scheduled Meeting</td>
<td>March 21, 2016</td>
<td>7:00 PM</td>
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<tr>
<td>Finance Committee – Budget Meeting</td>
<td>March 22, 2016</td>
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<td>(John Frankenthal &amp; Jay Moffat)</td>
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**SUPERINTENDENT OF PARKS AND PROPERTIES**
Supt. of Parks and Properties Larry Gabriel reviewed his report. Staff is currently prepping for spring/summer duties. The skating rinks are all in full operation and ice maintenance will be ongoing as long as the ice is suitable for activity. Commissioner Lenski asked if hockey nets were provided for residents & Mr. Gabriel stated that there are, but that currently they are broken due to so much usage. Staff will replace them for next winter.

**SUPERINTENDENT OF RECREATION**
Supt. of Recreation Nicole Vickers reviewed her report. Staff is busy preparing for spring and summer programs. The Super Shuffle was held on February 7 with 750 runners participating and a post party was held at SPRC. Ms. Wicks, our Director of Marketing & Public Relations, was on ABC’s Sunday morning news covering the event. The Just Dad ‘n Me Dance will be held on February 21 with approximately 900 dads and daughters registered. Playhouse 38’s School House Rock performances will be here at Sunset this coming weekend in room 104. The adult production is in rehearsals. Commissioner Frankenthal inquired as to what the status of transferring the liquor license to the new space was. Ms. Vickers stated that the process is ongoing and we are currently awaiting approval from City Council. The SPRC & SRFC facility revenue & expense reports were also reviewed.
**MANAGER OF PECK FARM PARK**
Manager of Peck Farm Park Trish Burns reviewed her report. Ms. Burns reported that the newly restored front door has been installed at the Peck House. Also, two windows were restored in the kitchen & it will be painted shortly. The Butterfly House opens on May 21 and the butterflies have been ordered. She highlighted on the new upcoming Nature Book Group program starting in March.

**NEW BUSINESS**

**DON FORNI & PEPPER VALLEY PARK PLAYGROUND REPLACEMENTS BID RESULTS**
Supt. of Parks Gabriel reviewed his memos for the Don Forni & Pepper Valley Park Replacements bid results and recommendations provided by Upland Design Ltd. Upland Design Ltd. has checked references on Hacienda Landscape Company and received positive feedback. Commissioner Lenski made a motion to approve Hacienda Landscape Company as the qualified low bidder for the total amount of $71,241.00 to perform the Don Forni Park Playground Replacement. Commissioner Moffat seconded. All ayes. Motion carried. Commissioner Moffat made a motion to approve Hacienda Landscape Company as the qualified low bidder, including alternate two, for the total amount of $53,530.50 to perform the Pepper Valley Park Playground Replacement. Commissioner Frankenthal seconded. All ayes. Motion carried.

**BATAVIA HIGHLANDS PARK PLAYGROUND REPLACEMENT BID RESULTS**
Supt. of Parks Gabriel reviewed his memo for the Batavia Highlands Park Replacement bid results and recommendations provided by the Brusseau Design Group. Brusseau Design Group has checked references on Hacienda Landscape Company and received positive feedback. Vice President Condon made a motion to approve Hacienda Landscape Company as the qualified low bidder for the total amount of $51,308.00 to perform the Batavia Highlands Park Replacement. Commissioner Moffat seconded. All ayes. Motion carried.

**EXECUTIVE SESSION**
At 9:08 p.m., Commissioner Moffat made a motion to go into Executive Session for the purpose of land acquisition. Commissioner Frankenthal seconded. All ayes. Motion carried.

The board returned to the Regular Meeting at 9:18 p.m.

**ADJOURN**
Commissioner Lenski made a motion to adjourn the meeting at 9:18 p.m. Commissioner Moffat seconded. All ayes. Motion carried.

__________________________________________
Secretary, Board of Commissioners
Geneva Park District

Submitted By: Sheavoun Lambillotte / Amy McConnell