

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
July 17, 2017
7:00 p.m.**

CALL TO ORDER

President VanderVeen called the meeting to order at 7:00 p.m.

ROLL CALL

President VanderVeen called for the roll. Commissioner Pat Lenski, Commissioner Jay Moffat and President Susan VanderVeen all answered present. Commissioner Condon & Vice President Frankenthal were absent.

Staff members present were Executive 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 Park Trish Burns, Sunset Facility Manager Joann Able and SPRC Facility Manager Elliott Bortner

Guests: None

HEARING OF GUESTS

Director Lambillotte, Supt. Vickers & Mgr. Able recognized Paul Lael for his 10 years of service to the Park District.

READING OF MINUTES

Commissioner Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of June 19, 2017 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 Lenski seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Christy Powell reviewed the June financial reports. Ms. Powell reported that the blended rate has finally reached 1.0%. Commissioner Lenski made a motion to approve the Treasurer's Report and Supt. of Finance Report as presented. Commissioner Moffat 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 from this past month passed around.

OLD BUSINESS

NICOR EASEMENT AT MILL CREEK PARK

Commissioner Moffat made a motion to approve the agreement with NICOR for the easement at Mill Creek Community Park for a fee of \$6,357.00. Commissioner Lenski seconded. All ayes. Motion carried.

COMMUNICATIONS

The Park District has met with the Cultural Arts Committee to discuss the possible next steps for the Sculpture Park.

Maps of two new developments in Geneva & another that is pending were shared with the Board.

Director Lambillotte invited the Board to attend the first formal review of the Campana development project on August 2nd in Batavia.

A ribbon cutting for the new playground at SPRC needs to be scheduled & possible dates were discussed.

All five of our spring construction projects are nearly completion and the restroom project at Peck is currently out to bid.

Director Lambillotte is currently serving on the Distinguished Park District Accreditation Committee and is in the process of shadowing her first accreditation review.

FUTURE MEETINGS

Geneva Park District Foundation	August 15, 2017	7:00 PM at Peck Farm Park Orientation Barn
Regular Scheduled Board Meeting	August 21, 2017	7:00 PM at Peck Farm Park Orientation Barn

STAFF REPORTS

MANAGER OF PECK FARM PARK INTERPRETIVE CENTER

Manager of Peck Farm Park Trish Burns reviewed her report. Visitation is strong due to the nice weather. Hawks Hollow & the Butterfly House have both been very busy. Ms. Burns stated that the Peck family visit went very well. The family spent a lot of time in the History Room sharing stories of their time living in the Peck House.

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks & Properties Gabriel reviewed his report. Staff has been very busy preparing for the various summer events & have been doing a spectacular job. With all of the recent rain Island Park is currently flooded & staff has successfully moved multiple events over to River Park. Staff are working diligently on the park project list. Our horticulture team is doing great & have done a wonderful job on the installation of plantings in the sign bed at Esping Park & in the Peck Farm Parking Lot island beds. The resurfacing of the tennis courts at Geneva High School started today & should be complete sometime next month. The sealcoating projects at SPRC & Esping Park were both successfully completed & look great.

SUPERINTENDENT OF RECREATION SERVICES

Supt. of Recreation Vickers reviewed her report. Summer events are in full swing, our Swedish Days events went extremely well & all have been well attended. This week's Concert in the Park will be at River Park & this past week's concert that was cancelled has been rescheduled for August 2nd. Playhouse 38's children's production of Madagascar is coming up later this month & teen/adult production 13 The Musical shortly thereafter in August. In regard to SCC & SPRC, there was a little bit of a dip in revenue at both, however we are still on track in with regards to budget. Attendance for Sunset Pool is slightly down from last year while at Mill Creek Pool it is significantly up. Pool pass sales continue to remain high.

NEW BUSINESS

PLAYHOUSE 38 ANNUAL REPORT

SPRC Facility Manager Elliott Bortner was present to review the Playhouse 38 report. Our goal for this past year was to break even in the new space & we are happy to report that we have surpassed that goal. Participation numbers have climbed & in several of the productions we have been able to have two casts perform thanks to the much larger space. With the implementation of RecTrac we made the smooth transition to online ticket sales. Current programming, rentals & special events will all be continued to be expanded upon. Staff is very excited about what all we have accomplished over this past year & continue working towards increasing participation & revenue. Commissioner Moffat made a motion to approve the 2016-2017 Playhouse 38 Annual report and 2017-2018 recommendations as presented. Commissioner Lenski seconded. All ayes. Motion carried.

SUNSET RACQUETBALL & FITNESS CENTER ANNUAL REPORT

Sunset Facility Manager Joann Able was present to review the SRFC report. Ms. Able highlighted on the breakdown of memberships, member & guest usage; court usage and finances. She stated that there has been a slight decline of annual membership & usage. The statistics on court usage & usage of the TRX room were provided in the report. Instructors & staff are continuing to work on programming in the TRX room as fitness trends change. A fitness

consultant was hired to provide systems to improve overall numbers for both fitness centers & staff is very excited to start implementing those ideas. Commissioner Moffat asked for some clarification on the budget reflected in the report. He also mentioned with the continued decline in racquetball court usage that more discussion should be facilitated. Commissioner Moffat made a motion to approve the 2016-2017 Sunset Racquetball & Fitness Center Annual Report and 2017-2018 recommendations as presented. Commissioner Lenski seconded. All ayes. Motion carried.

STEPHEN D. PERSINGER RECREATION CENTER ANNUAL REPORT

Facility Manager Elliott Bortner was present to review the SPRC report. Mr. Bortner highlighted and reviewed memberships, facility finances, guest usage, fitness center usage, birthday parties, open gym, Kidz Korral, fitness center programs and adult athletic leagues. He stated that there has been a slight decline of annual membership & usage. Mr. Bortner reviewed the recommendations: implementing the hired consultant's findings & better using our referral program; taking over the vending in-house; continue to look into other revenue sources and to continue promoting rentals & birthday parties. Commissioner Moffat made a motion to approve the 2016-2017 Stephen D. Persinger Recreation Center Annual Report and the 2017-2018 recommendations as presented. Commissioner Lenski seconded. All ayes. Motion carried.

EXECUTIVE SESSION

Commissioner Moffat made a motion at 8:28 p.m. to enter Executive Session to discuss land acquisition. Commissioner Lenski seconded. All ayes. Motion carried.

The Board returned to the regular meeting at 9:40 p.m.

ADJOURN

Commissioner Lenski made a motion to adjourn the meeting at 9:40 p.m. Commissioner Moffat seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Amy McConnell