

**GENEVA PARK DISTRICT  
REGULAR SCHEDULED MEETING MINUTES  
September 18, 2017  
7:00 p.m.**

CALL TO ORDER

President VanderVeen called the meeting to order at 7:01 p.m.

ROLL CALL

President VanderVeen called for the roll. Commissioner Peggy Condon, Commissioner Pat Lenski, Commissioner Jay Moffat and President Susan VanderVeen answered present. Vice President John Frankenthal was absent.

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 Park Trish Burns.

Guests: Jamie Wilkey from Lauterbach & Amen, LLP; Ellen Jo Ljung, a Geneva resident

Press: None

HEARING OF GUESTS

Resident Ellen Jo Ljung brought her concerns regarding Sunset Pool to the attention of the board.

READING OF MINUTES

Commissioner Lenski made a motion to approve the Regular Scheduled Meeting Minutes of August 21, 2017 as presented. Commissioner Moffat 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

Superintendent of Finance & Personnel Christy Powell reviewed the August financial reports. We did purchase some CDs so those have been added to the list on the report. We are 33% through the fiscal year with revenue and expenses. Commissioner Condon made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Lenski seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA

Commissioner Lenski made a motion to approve the agenda with moving Audit FY 2016-2017 prior to Old Business. Commissioner Moffat seconded. All ayes. Motion carried.

CORRESPONDENCE

Director Lambillotte shared with the board that there would be a UP Third Rail informational open house on Thursday, September 21<sup>st</sup> from 5:30-7:30 at the Kane County Government Center if they would like to attend.

AUDIT FY 2016-17

Jamie Wilkey from Lauterbach & Amen, LLP was present and reviewed the FY 2016-17 Audit Report and Management Letter. The audit presents the financial position and operational results of the District. The income statement was reviewed and discussed. Ms. Wilkey highlighted the Management's Discussion and Analysis for the year ending April 30, 2017 and reviewed various pages in the report. Commissioner Condon made a motion to approve the Geneva Park District Comprehensive Annual Financial Report for the Fiscal Period ending April 30, 2017 as presented. Commissioner Moffat seconded. All ayes. Motion carried.

**OLD BUSINESS**

**PFP RESTROOM IMPROVEMENTS PROJECT**

Director Lambillotte reviewed the research findings regarding the portable restrooms for Peck Farm Park. Staff & the board discussed several options in regards to moving forward with the project. Commissioner Condon made a motion to approve the lowest bidder, George’s Landscaping, in the amount of \$161,022 for the permanent prefabricated restroom structure. No second. Motion failed. Commissioner Lenski made a motion to rebid the project early next year in hopes of a lower bid coming in at that time. Commissioner Moffat seconded. All ayes. Motion carried.

**COMMUNITY SURVEY ACTION PLAN**

The Community Survey Action Plan put together by staff was presented to the board by Supt. Vickers. Staff is currently working through this document on each of the objectives.

**BIKE TRAIL MAP UPDATE**

The updated bike trail map was presented to the board. The changes included many of the suggestions made by the board during their initial review.

**COMMUNICATIONS**

Mr. Gabriel & Ms. Burns were present at the September Foundation meeting to provide future projects ideas to the board for consideration.

The Foundation Autumn Fair fundraising event was held on September 16 from 11:00 am-3:00 pm. The event was very successful & everyone had a wonderful time.

A new Intergovernmental Agreement with the library will go into place once the new library is built. The board requested that signage be placed and an informational letter be sent to residents in the area informing them of the replacement park’s new location & timeline for placement.

Staff would like to reschedule the annual capital project planning meeting with the board to be on November 6th at 4:30 pm.

Public resident meetings for our park replacements at Elm Park & Frank Burgess Park will be on Tuesday, October 17<sup>th</sup> and on October 19<sup>th</sup> from 6-7 PM. The board is encouraged to attend.

**FUTURE MEETINGS**

October Foundation Meeting	October 10	7:00 pm	Sunset Community Center
October Board Meeting	October 16	7:00 pm	Sunset Community Center

**STAFF REPORTS**

**MANAGER OF PECK FARM PARK INTERPRETIVE CENTER**

Manager of Peck Farm Park Trish Burns reviewed her report. Staff has put together an action plan for our natural areas and will start with the South side of Peck. Our Community Garden closes 10/31 and we have been donating our excess produce to the food bank again this year. STEM/STEAM programming starts this week and we are excited to use the new equipment funded by the Foundation. The Butterfly House closed for the season on September 16 after the GPDF event.

**SUPERINTENDENT OF PARKS AND PROPERTIES**

Supt. of Parks & Properties Larry Gabriel reviewed his report. Staff continues to interview applicants for the security & West side foreman positions. Staff has been busy preparing for Autumn Fair this past weekend, Harvest Hustle this upcoming weekend & the ribbon cutting at SPRC in October. The clean-up of Island Park is moving along & Wild Goose Chase is back in with their dogs to eradicate the geese. The ballfield at Sunset Park is currently under

renovation and we will be installing a higher backstop like those at the Peck fields. Crews have also been focused on watering due to the lack of rain and have installed the Oak trees funded by the Foundation.

**SUPERINTENDENT OF RECREATION**

Supt. of Recreation Nicole Vickers was present to review her report. Both pools & the sprayground at Moore Park have all been closed for the season. Construction on the new sprayground at Mill Creek Pool is well underway at this time. Annual maintenance at both fitness facilities is complete, during which we added some color to the fitness area at Sunset Community Center per the fitness consultant's suggestion. Stone Creek Mini Golf closes on October 1st. Playhouse 38 has two productions in October. Supt. Vickers reviewed the Sunset and SPRC reports.

**NEW BUSINESS**

**FVSRA JOINT AGREEMENT AMENDMENT**

The Geneva Park District is in a joint agreement with the Fox Valley Special Recreation Association to provide services to individuals with special needs. The agreement has been updated to reflect a change in the composition of the board from 8 members to 7. This will provide an equal voting block for each participating district. We also changed the language to reflect changes to the joint agreement that may be made by 2/3 vote of all member districts as opposed to 100% vote of all member districts. Commissioner Moffat made a motion to approve the resolution as well as the updated FVSRA Joint Agreement. Commissioner Lenski seconded. A roll call vote was taken. Condon-aye; Lenski-aye; Moffat-aye; & VanderVeen-aye. Four ayes, one absent. Motion carried.

**EXECUTIVE SESSION**

Commissioner Lenski made a motion to move into Executive Session for the purpose of discussing Land Acquisition at 8:27 pm. Commissioner Moffat seconded. All ayes. Motion carried.

The board returned to the regular meeting at 8:34 pm.

**ADJOURN**

Commissioner Lenski made a motion to adjourn the meeting at 8:34 p.m. Commissioner Moffat seconded. All ayes. Motion carried.

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Secretary

Submitted By: Sheavoun Lambillotte / Amy McConnell