

**GENEVA PARK DISTRICT  
REGULAR SCHEDULED MEETING MINUTES  
April 16, 2018  
7:00 p.m.**

CALL TO ORDER

President VanderVeen called the meeting to order at 7:02 p.m.

ROLL CALL

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

Staff members present were Director Sheavoun Lambillotte, Administrative Assistant Amy McConnell, Supt. of Parks & Properties Larry Gabriel, Supt. of Finance & Personnel Christy Powell, Manager of Peck Farm Park Trish Burns, and Foreman of Parks & Properties Mandy Morgan

Guests: Frank Bogner

Press: None

HEARING OF GUESTS

Mr. Bogner attended the meeting to formerly thank Elliott Bortner and staff for lining an additional court at SPRC for pickleball. He inquired about outdoor lining of the tennis courts & Director Lambillotte explained that we plan on lining a court at Mill Creek Park to start. Depending on the usage there we may choose to line additional courts.

READING OF MINUTES

Commissioner Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of March 19, 2018 and the Finance Committee Meeting of April 10, 2018 as presented. Commissioner Condon seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Commissioner Moffat made a motion to approve the claims and accounts as presented. Commissioner Condon seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Christy Powell reviewed the March financial reports. She reported that we are 92% of the way through the current fiscal year and the revenue expense report is in line with budget. Superintendent Powell reminded the board that the Statements of Economic Interest must be returned by May 1<sup>st</sup> or there will be a late filing fee. Commissioner Condon 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 Moffat made a motion to approve the agenda as presented. Commissioner Condon seconded. All ayes. Motion carried.

CORRESPONDENCE

The press binder was passed around.

**OLD BUSINESS**

STAFF PRESENTATION

Foreman Morgan gave a presentation on the district’s Natural Areas Burn Progress Report

COMMUNICATIONS

Director Lambillotte congratulated staff on the number of very successful and well attended special events over the past month. Almost 100 participated in our teen Egg-mazing Race despite the cold temps.

This Saturday, April 21<sup>st</sup> at 11 a.m. here at Sunset is the ribbon cutting for Bob Cox Field.

This year’s playground replacements are all well ahead of schedule and we anticipate them opening by Memorial Day.

An update on the Peck Farm North Trail Development was provided to the board for their review.

We have received requests from two new soccer groups who wish to be considered for affiliate status with the park district. Staff is presently reviewing those requests.

The Mill Creek spray ground is complete with only minor punch list items remaining. We are excited for our grand opening in June.

Staff are currently working on the PDRMA review and will continue to do so until it’s completion this Fall.

Interviews for the Supt. of Parks & Properties position will begin next week.

Director Lambillotte attended a COG plan commission meeting where the proposed new development of the Cetron property was discussed and an overview was provided to the board. Also, there are presently two development projects underway with the COB that affect our district; the proposed development of the 69 acre Landmeier property as well as the proposed development of a senior care/living facility including 62 independent living units.

FUTURE MEETINGS

Recreation Committee Meeting (Pat Lenski & Susan VanderVeen)	May 15, 2018	1:30 PM
Public Hearing	May 21, 2018	7:00 PM
Regular Scheduled Meeting	May 21, 2018	7:05 PM
Annual Meeting	May 21, 2018	

MANAGER OF PECK FARM PARK

Manager of Peck Farm Park Trish Burns reviewed her report. The Butterfly House will open on May 19<sup>th</sup> with training starting on May 9<sup>th</sup>. A brief power point presentation on the replacement of the Peck House windows was given. The Earth Day event will be this Saturday, April 21<sup>st</sup> and Tesla will be there along with the other vendors.

SUPERINTENDENT OF PARKS & PROPERTIES

Supt. of Parks & Properties Larry Gabriel reviewed his report. Spring activities are moving full speed ahead and we are gearing up for facility openings. Foreman Morgan ran a very successful burn season and moving forward additional staff will be getting trained as prescribed burn managers. The cooler temperatures and rainy season have delayed the start of soccer, baseball and the opening of our outdoor restroom facilities, however staff are closely monitoring the weather to ensure everything up and running as soon as possible. Staff continue to work on the Bob Cox Field and anticipate everything to be ready for the ribbon cutting this upcoming Saturday.

SUPERINTENDENT OF RECREATION

Director Lambillotte reviewed the Supt. of Recreation’s report. Spring programs have begun & Summer registration starts on May 8<sup>th</sup>. Mill Creek & Sunset pools are both gearing up to open, as well as mini-

golf. The Athletics/Facility Supervisor position is now open to be filled and the Sunset Facility Manager position will need to be filled in the coming months, as Joann Able will be retiring in June. Revenues for both Sunset & SPRC were reviewed. The Recreation Committee Meeting was set for May 15<sup>th</sup> at 1:30 p.m. Commissioner Moffat suggested we look into a mobile app for BestLife Fitness.

## **NEW BUSINESS**

### **PROPOSED BUDGET FY 2018-2019**

Christy Powell gave a power point presentation of the Proposed Budget FY 2018-2019 that started with our mission statement. She reviewed the calendar in regards to the budget, meetings, drafts, final drafts etc. The finance committee, consisting of Susan VanderVeen (remote attendance) and Peggy Condon, reviewed the budget on April 10th. Supt. of Finance & Personnel Powell summarized each section of the budget. She highlighted on various changes made in the budget from last year to this year and any increases/decreases in the various funds in this budget as compared to last year's budget. She went over the various revenue sources that make up the District's revenue budget. The budget is on public display for 30 days prior to approval/presentation to the board which will happen in May. She highlighted the many services that district offers, and the breakdown of the tax bill. In regards to the EAV, for the fourth year in a row, after 5 years of decline, we saw another increase this past year. Commissioner Moffat made a motion to approve the Proposed Budget FY 2018-2019 as presented. Commissioner Lenski seconded. All ayes. Motion carried.

### **BUDGET & APPROPRIATION ORDINANCE #2018-3 (Draft)**

Supt. Finance & Personnel Powell highlighted the draft ordinance and reviewed the information with the Board. The ordinance will be presented at a Public Hearing on May 21, 2018 at 7:00 PM and will be presented for approval at the May 21, 2018 Board Meeting. The budget ordinance will be available for public review for more than 30 days.

### **EXECUTIVE SESSION**

Commissioner Moffat made a motion to enter into Executive Session for the purpose of discussing Land Acquisition and Personnel at 8:24 p.m. Commissioner Lenski seconded. All ayes. Motion carried.

The board returned to regular session at 9:48 p.m. Commissioner Moffat made a motion to approve an annual salary increase for the Executive Director of 4% effective May 1, 2018. Commissioner Lenski seconded. All ayes. Motion carried.

### **ADJOURN**

Commissioner Lenski made a motion to adjourn the meeting at 9:48 p.m. Commissioner Moffat seconded. All ayes. Motion carried.

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Secretary, Board of Commissioners  
Geneva Park District

Submitted By: Sheavoun Lambillotte / Amy McConnell