

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
July 16, 2018
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 Condon, Vice President Frankenthal, Commissioner Moffat and President Susan VanderVeen all answered present. Commissioner Lenski arrived at 7:36 p.m.

Staff members present were Executive Director Sheavoun Lambillotte, Administrative Assistant Amy McConnell, Supt. of Recreation Nicole Vickers, Supt. of Parks & Properties Jerry Culp, Supt. of Finance & Personnel Christy Powell, Manager of Peck Farm Park Trish Burns, SPRC Facility Manager Elliott Bortner & SPRC Customer Service Manager Mike Hay

Guests: None

HEARING OF GUESTS

None

READING OF MINUTES

Commissioner Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of June 18, 2018 as presented. Vice President Frankenthal seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

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

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Christy Powell reviewed the June financial reports. Commissioner Moffat made a motion to approve the Treasurer's Report and Supt. of Finance Report as presented. Commissioner Condon seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA

Vice President Frankenthal made a motion to approve the agenda as presented. Commissioner Condon seconded. All ayes. Motion carried.

CORRESPONDENCE

Press clippings from this past month passed around.

OLD BUSINESS

UNION PACIFIC RAILROAD THIRD RAIL PROJECT UPDATE

Director Lambillotte provided a certified letter from the UP Railroad for the Board to review. This letter and additional information provided by the UP Railroad is currently under attorney review. The Board asked about a start date and a time frame for finishing the project, but at this time we are unsure of those. After reviewing the information our attorney will prepare a response to the UP Railroad for them to review.

PECK FARM PARK RESTROOM PROJECT UPDATE

Staff is working on an alternate design proposal for the Peck Farm Park Restroom construction that includes working with a current structure at the park. Once the design and cost estimate is complete it will be presented to the Board for review and approval.

COMMUNICATIONS

Our first concert of the year at River Park was very well attended and we are very happy with the new location. We look to add some additional seating and expand the beer garden for future concerts to better meet the needs of those attending.

The IGA for the new 6th Street Park with the Library has been given to them for their review. Also, the new IGA for Garden Club Park has been given to the City of Geneva for their review.

Construction fencing is set to go up this Friday at 7th Street Park and Kids Around the World will be removing the playground equipment in the next week or two.

The Geneva Park District Foundation may be partnering up with the Natural Resources Committee for their Wine, Cheese & Trees event held each year.

On August 1st the OSLAD grant cycle is opening up and staff are preparing our next grant application along with an updated plan for the Peck Farm Park North Trail Development. Next steps include updating the plan incorporating public comments and information we have gathered from an environmental survey of the property. Once we have the updated plan we will schedule a second public meeting to review it with residents. Commissioner Moffat suggested putting signs on the trail on the south side of Peck to get the opinions of avid trail users.

Staff prepared an initial cost estimate for completing a paved bike path connection from Rt 31 to State Street in Geneva. The map of this proposed trail was shared with the Board and the Board supports the continuation of discussions with the City of Geneva and the developer to utilized land/cash funds to complete this trail connection.

FUTURE MEETINGS

Geneva Park District Foundation	August 14, 2018	7:00 PM at Peck Farm Park Orientation Barn
Regular Scheduled Board Meeting	August 20, 2018	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. The Park District is partnering with the Forest Preserve District of Kane County. We will be a part of the seed collection they established and will have volunteers do this within the natural areas throughout the Park District. Visitation to the park has been very strong due to the nice weather. Hawks Hollow & the Butterfly House have both been very busy. A new toilet with a power flush system, that uses less water, was installed in the Orientation Barn due to the high volume of use. Screens were installed in the Butterfly House vestibule to provide for better ventilation for our volunteers and visitors. Commissioner Condon asked about the park playground equipment schedule and how Hawks Hollow is holding up. Manager Burns explained that the park undergoes ongoing maintenance and is on the same schedule as most other parks in our Park District.

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks & Properties Jerry Culp reviewed his report. Staff has been very busy preparing for the various summer events & have been doing a great job. Staff has also been concentrating on tree removal, plantings and watering with the need for mowing having slowed down due to the dry weather. Shakespeare in the Park was successfully held at Island Park despite it having been recently flooded. Staff are addressing baseball field drainage issues and formulating a plan for restoration, as well as working on some fencing repairs. Four disc golf greens have been completed and look great. Staff intend to do some turf restoration work around those greens. Crack-filling and misc. repairs are being completed at several courts throughout the Park District. The Fox River Trail signage will be installed and is scheduled to be completed by the end of this month.

SUPERINTENDENT OF RECREATION SERVICES

Supt. of Recreation Nicole Vickers reviewed her report. Summer events are in full swing. Our fall brochure is at print and resident registration day is August 7th. Playhouse 38's children's production of High School Musical Jr is coming up early in August and ticket sales are strong. Both SCC & SPRC facility numbers were discussed. Mini-golf numbers

are down due to recent rain and the hot weather, however we are still on track with regards to budget. Revenue for both pools is up from last year.

NEW BUSINESS

SUNSET COMMUNITY CENTER ANNUAL REPORT

Supt. of Recreation Nicole Vickers reviewed the SCC report. Ms. Vickers highlighted on the breakdown of memberships, member & guest usage; court usage and finances. She stated that the membership total increased by 6% and overall revenue increased by 8% compared to last fiscal year. The statistics on the decline in court usage & the growing popularity of our personal training program were reviewed. The fitness consultant that was hired to provide systems to improve overall numbers for both fitness centers gave us some great ideas. Staff are very excited with the results thus far and will continue to implement new and exciting campaigns. The recommendations were provided in the report for the Board to review.

STEPHEN D. PERSINGER RECREATION CENTER ANNUAL REPORT

Facility Manager Elliott Bortner & Customer Service Manager Mike Hay were both 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 21% increase in the membership total with a 1.4% increase in revenue. The numbers for pickleball, open gym and birthday parties have all increased over this past year. Taking on the food vending in-house has already proven to be a positive change. Bortner reviewed the recommendations with the Board, as well as the BestLife Fitness member survey results. Staff will continue to look into other revenue sources and continue promoting rentals & birthday parties. Commissioner Moffat made a motion to approve the 2017-2018 Stephen D. Persinger Recreation Center Annual Report, the 2017-2018 Sunset Community Center Annual Report and the 2018-2019 recommendations for both facilities as presented. Commissioner Lenski seconded. All ayes. Motion carried.

SPRC-GYM LIGHT REPLACEMENT/UPGRADE

Commissioner Moffat asked if the cost estimate included all aspects of the electrical work, including switching out any dimmer switches for the LED lights to work properly. Facility Manger Bortner assured the Board that this is something that was included in the quote, along with rewiring and organizing the breaker box so the lights could be shut off and on in a more efficient manner. Commissioner Moffat made a motion to approve Rehm Electric to complete this project for \$17,940. Commissioner Condon seconded. All ayes. Motion carried.

EXECUTIVE SESSION

None

ADJOURN

Vice President Frankenthal made a motion to adjourn the meeting at 8:30 p.m. Commissioner Lenski seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Amy McConnell