

**GENEVA PARK DISTRICT
PUBLIC HEARING
January 21, 2019
7:00 PM
at Sunset Community Center**

Agenda

Call to Order

Roll Call

Review Limited Bond BINA Resolution #2019-01

Hearing of Guests

Adjourn



REGULAR SCHEDULED MEETING
January 21, 2019
7:05 P.M.

AGENDA

Call to Order

Roll Call

Hearing of Guests: Employee Service Recognition

Reading of Minutes: Regular Scheduled Meeting – December 10, 2019
Public Hearing (Tax Levy Ordinance) – December 10, 2019
Long Range Planning Committee – January 9, 2019

Claims and Accounts

Treasurer's Report and Superintendent of Finance Report

Approval of the Agenda

CORRESPONDENCE

OLD BUSINESS

Safety Committee Report Review

Limited Bond BINA Resolution #2019-01

COMMUNICATIONS

STAFF REPORTS

Superintendent of Parks and Properties

Superintendent of Recreation

Manager of Peck Farm Park

NEW BUSINESS

2018 Stone Creek Miniature Golf/Disc Golf Annual Report

2019 Short & Long Range Plan Annual Goals & Objectives and 2019 Master Plan Update Details

2019 Budget & Personnel Evaluation Calendar

Safety Manual and Physical Fitness Facility Manual Emergency Plan Updates

Asset Management Work Order Software Proposal

Old Mill Park Gazebo Roof Proposal

EXECUTIVE SESSION

Land Acquisition – (5ILCS 120/2 (c) (5)) *(Not anticipated)*

Personnel - (5ILCS 120/2 (c) (1)) *(Not anticipated)*

Litigation – (5ILCS 120/2 (c) (11))

Consideration and possible vote on authorizing Executive Director to execute an amendment to Tolling Agreement with Illinois Metropolitan Investment Fund

ADJOURN

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
December 10, 2018
6:00 p.m.**

CALL TO ORDER

President VanderVeen called the meeting to order at 6:10 p.m.

ROLL CALL

President Vander Veen called for the roll. Commissioner Condon, Commissioner Lenski (remote), Commissioner Moffat and President VanderVeen all answered present. Vice President Frankenthal was absent.

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 and Recreation/Aquatic Supervisor Sarah Sielisch.

Press: None

Guests: None

HEARING OF GUESTS

N/A

READING OF MINUTES

Commissioner Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of November 19, 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 Powell reviewed the November financial reports & the blended rate is now at 2.01%. The preliminary schedule for the 2018 Limited Bond issuance was shared with the Board. Commissioner Moffat made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Condon 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

Press book was passed around for the Board to review. A complimentary email from a participant in the Polar Express event was shared with the board.

OLD BUSINESS

TAX LEVY ORDINANCE #2018-07

Supt. of Finance & Personnel Powell stated this is the third draft of the ordinance presented to the board and it has remained the same. There have been no changes made to the ordinance since the October board meeting. The ordinance will be filed with the Kane County Clerk before the last Tuesday in December. Commissioner Moffat made a motion to approve the Tax Levy Ordinance #2018-07 as presented. Commissioner Condon seconded. Roll call vote was taken. Condon-aye, Frankenthal-absent, Lenski-aye, Moffat-aye, VanderVeen-aye. Four ayes, one absent. Motion carried.

VEHICLE REPLACEMENT REQUEST

Commissioner Moffat made a motion to approve the proposal from National Auto Fleet Group in the amount of \$107,368 for the purchase of one new 2019 Ford Superduty F-550 DRW XL 2WD Regular Cab 205" WB 120" CA with Glaval Entourage 24 Passenger Bus with 2 Wheel Chair Positions and Graphics Package. Commissioner Condon seconded. All ayes. Motion carried.

COMMUNICATIONS

Director Lambillotte stated the Annual Short and Long Range Plan Committee meeting will need to be scheduled in January with staff and two board representatives, Jay Moffat and Peggy Condon. A meeting was set for January 9, 2019 at 2:00 p.m.

Staff have been busy planning to accommodate all our Kids Zone participants during the school strike, which is now over. Many compliments have been made to staff.

The new development (Winding Creek) planned for the old Landmeier property will be before the Batavia Plan Commission December 12th.

A final meeting was held in preparation for Clover Hills Park to go out to bid. Those results will be shared with the board at our February meeting.

FUTURE MEETINGS

Long Range Plan Committee (Jay Moffat & Peggy Condon)	January 9, 2019	2:00 PM
Regular Scheduled Foundation Meeting	January 15, 2019	7:00 PM
Regular Scheduled Meeting	January 21, 2019	7:00 PM

STAFF REPORTS

MANAGER OF PECK FARM PARK

Manager of Peck Farm Park Burns reviewed her report. Staff worked with the Forest Preserve to do a seed collection. The volunteer recognition dinner last week was well attended & went very well. A long-time volunteer, Lois Benson, was recognized for her service at Peck. Christmas on the Farm is the next big event at Peck and Ms. Burns invited the Board to attend.

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks Jerry Culp reviewed his report. Staff members are cleaning up the downed trees from the storm and will continue with regular trimming. Staff members are working on ice rink construction and preparing for the Christmas on the Farm event. The infield restoration work on the Eagle Brook and Don Forni ballfields is mostly complete, pending some minor work to be done in the spring by staff. LED lights have been installed in the Peck Maintenance building and preventative maintenance work is being done throughout the District. Hand dryers are being installed throughout the District as well. Staff still plan on doing fall prescribed burns if the weather cooperates. The Peck Farm Restroom project should start up after the holidays and be done this coming spring.

SUPERINTENDENT OF RECREATION

Supt. of Recreation Vickers reviewed her report. Winter registration was held on December 4. Ms. Vickers noted that the Polar Express Story Train event was held on December 1 & 2 and that once again hugely successful this year. The Hello Santa calls will be made this week. The final PDRMA review score of 98% was received. After a brief break, due to weather, the construction of the sprayground continues. SRFC and SPRC membership and revenue were reviewed.

NEW BUSINESS

2018 SUNSET POOL & MILL CREEK POOL SURVEYS

Supt. Vickers reviewed the surveys for both pools. The overall top box score for the entire survey at Sunset Pool was 90.2% and for Mill Creek Pool it was 88.5%. As typical with all surveys, staff evaluates the results and makes adjustments where necessary to elevate the facilities. Cleanliness of the pools and locker rooms will continue to be one of the main focuses for the upcoming season.

2018 SUNSET POOL & MILL CREEK POOL ANNUAL REPORTS

Recreation/Aquatic Supervisor Sarah Sielisch was present to review the report. Ms. Sielisch reviewed the 2018 Annual Pool Report based on the operating year being March 1, 2018 through February 28, 2019. The 2018 pool season ran from May 26, 2018 to September 3, 2018. This allowed 101 days of operation with 10 partial days and 2 full days that required closures due to weather. Ms. Sielisch also reviewed the season pass fees and daily fees and stated that staff is not recommending a change on pricing for the upcoming season. The revenue and expenses were reviewed. Ms. Sielisch reviewed the recommendations for the 2019 season. Staff and the Board brainstormed new ideas for the upcoming pool season including different ways for patrons to communicate with staff, as well as, providing important information regarding pool and lifeguard operations to the patrons. Commissioner Moffat made a motion to approve the Geneva Park District 2018 Sunset Pool & Mill Creek Pool Annual Reports with the recommendations for the 2019 season as presented. Commissioner Condon seconded. All ayes. Motion carried.

TEMPORARY ADJOURNMENT TO PUBLIC HEARING

Commissioner Moffat made a motion to table the 2018 Sunset & Mill Creek Pool Annual Reports and temporarily adjourn from the regular meeting at 7:03 p.m. Commissioner Condon seconded. All ayes. Motion carried.

The Board came back into the Regular Meeting at 7:08 p.m. President VanderVeen called for the roll. Commissioner Condon, Commissioner Lenski (remote), Commissioner Moffat and President Vander Veen all answered present. Vice President Frankenthal was absent.

2019 BOARD MEETING SCHEDULE

The regular scheduled board meetings will be held on the third Monday of the month at 7:00 p.m. except for the December board meeting, which will be held at 6:00 p.m. on the second Monday. The 2019 board meeting schedule needs to be approved and will be sent to local media as required by law. Commissioner Moffat made a motion to approve the 2019 Board Meeting Schedule with changing the December meeting to have a 7 p.m. start time. Commissioner Lenski seconded. All ayes. Motion carried.

EXECUTIVE SESSION

Commissioner Condon made a motion to move into Executive Session for the purpose of Personnel at 7:32 p.m.

The Board returned to the Regular Meeting at 7:58 p.m.

ADJOURN

Commissioner Condon made a motion to adjourn the meeting at 7:58 p.m. Commissioner Moffat seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Amy McConnell

**GENEVA PARK DISTRICT
PUBLIC HEARING
Tax Levy Ordinance #2018-07
December 10, 2018
7:00 P.M.**

CALL TO ORDER

President VanderVeen called the meeting to order at 7:03 p.m.

ROLL CALL

President Vander Veen called for the roll. Commissioner Condon, Commissioner Lenski (remote), Commissioner Moffat and President VanderVeen all answered present. Vice President Frankenthal was absent.

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 and Recreation/Aquatic Supervisor Sarah Sielisch.

Press: None

Guests: None

TAX LEVY ORDINANCE #2018-07

President VanderVeen opened up the floor for questions regarding the ordinance. Supt. Powell reviewed the changes in this year's ordinance.

HEARING OF GUESTS

None

At 7:08 p.m. Commissioner Moffat made a motion to adjourn from the public hearing meeting. Commissioner Condon seconded. All ayes. Motion carried.

With no public comment, President VanderVeen closed the Public Hearing at 7:08 p.m.

Secretary

Submitted By: Sheavoun Lambillotte / Amy McConnell

MINUTES OF LONG RANGE PLANNING COMMITTEE

DATE: January 9, 2019

TIME: 2:00 p.m.

PLACE: Sunset Community Center

PRESENT: Commissioner Moffat, Commissioner Condon, Executive Director Sheavoun Lambillotte, Supt. of Parks & Properties Jerry Culp, Superintendent of Recreation Nicole Vickers, Manager of Peck Farm Park Trish Burns, Supt. of Finance & Personnel Christy Powell and Administrative Assistant Amy McConnell.

PRESS: None

GUESTS: None

SUBJECT MATTER DISCUSSED:

Executive Director Lambillotte went over the purpose of the committee meeting which was to discuss the short and long range plans of the Park District. Each year the Geneva Park District updates and revises the Short and Long Range Plan Annual Goals and Objectives of the District. These plans are reviewed by the Long Range Planning Committee and presented to the full Board for approval. Once approved by the Board, the plan is posted to the District's website. Input and direction for this process comes from program surveys, comment forms, Park District staff, the Board of Commissioners, the Master Plan, and the most recent Community Survey results. She briefly mentioned a listing of items that were completed and removed from the short and long range plans on the Long Range Planning Committee memo.

Ms. Burns highlighted several ongoing and completed projects at Peck Farm Park. These include the implementation of the Natural Areas Management Plan, new interpretive signage and the restroom construction project. The installation of the signage and the restrooms should be done this spring. For this upcoming year we plan to look at the infrastructure of the Peck House, the 3-Sided Barn and the Orientation Barn. Staff will continue to offer STEM programming. Commissioner Moffat inquired about STEAM vs. STEM programming. Ms. Burns clarified that we do include art in the programming and we will also be including it in new camps being offered this summer. The KCCN program was revamped to be more consistent with other agencies programs.

Ms. Vickers highlighted several ongoing and completed projects done in the Recreation Department. These include the completion of the PDRMA Risk Management Review; the construction of the new spray ground at Mill Creek Pool; the HVAC/roof replacement work done at Sunset Community Center; expansion of programming for toddlers/youth to include evening and weekend classes; introduction of full day preschool and enrichment programming; introduction and expansion of BestLife Fitness; the transition to LED lighting in all facilities; and the new employee onboarding program. The Committee and Staff discussed ways of offering the onboarding binder online or digitally for quick access. On the horizon is the introduction of an intruder policy; the renovation of the Mini Golf hut; installation of a spray ground at Sunset Pool; updating the locker rooms at the pools to include a family changing area; a drop-in fitness class option; and the implementation of quality assurance and the communication plan at the pools. Staff will also be focusing on making over and/or expanding upon the races and Halloween events.

Ms. Powell highlighted several administrative items that have been addressed over the past year. Staff salaries for full time employees were assessed and we plan to do the same for part time staff this upcoming year. The salary policy was also updated to include more comprehensive information about salary ranges, promotions, demotions, etc. and outlines responsibilities of board, executive director and superintendent of finance. We continue to encourage continuing education for employees and focus on their achievements each year by acknowledging those achievements at our full time staff meetings. We rolled out our Ideas Count program that asks full time staff for new innovative ideas to help the district. Many of those ideas have already been implemented. We also implemented a multi-year (three) operating budget to give us a better idea of future budgetary needs.

Mr. Culp highlighted several completed projects done by the Parks Department. These include the Monarch/Bee gardens installed at several of our West side parks; the installation of a water line at Garden Club Park; the invasive tree control plan that allows staff to be more proactive; the installation of signage along the Fox River Trail; the relocation of the ice rinks to save money due to them being more efficient, as well as, being easier to set up; installation of a grass infield at the Don Forni baseball field; turf on the inside of the backstop at the Eagle Brook field that will help in slowing down the erosion of the ball mix; the new pretreatment program for ice/snow control throughout the district. We plan to implement a new asset management, work order program to better predict future expenses for replacement of roofs, asphalt, trails, etc. This program will also allow us to go more paperless and to communicate more efficiently with the front line staff. We will also be working with GBA on future improvements to other ballfields, including drainage, lighting and the conversion to LEDs for the lighting. Additional training will be offered to new and seasonal staff at the shops. Staff will also be partnering with other districts and agencies to do trainings for prescribed burns and the use of chainsaws, as well as, sharing equipment with these agencies. We have had some interest shown by volunteers from the KCCN to help out in our parks and we are putting together a plan for that to come to fruition. Lastly, staff will be doing some trail work in preparation for the anticipated trail connection from Wheeler Park to Route 38. Commissioner Moffat agreed that there is value in computer-based training and that the new work order system will better serve the district. Commissioner Condon commented on dog friendly parks and/or a dog park in the district. Director Lambillotte stated that a possible partnership with another agency may be a way of introducing one in Geneva.

Ms. Lambillotte discussed projects that were identified as detailed in the Capital Improvement Plan (CIP). She reviewed the eight goals and the projects within each. Those projects include: the completion of the PDRMA Review, the ADA transition plan, additional training for staff, adding more outdoor surveillance cameras, installation of a new park by the library, the restrooms at Peck Farm, the spray ground at Sunset Pool, the trail connection at Wheeler Park, updating and/or renovating existing sports fields, adding our tree audit into the new asset software, working with the UP Railroad on the details of the third rail and updating the locker rooms at Sunset Pool. Commissioner Moffat asked about the timeline for the ADA items that need to be addressed. Director Lambillotte explained the process and that perhaps we are nearing the time to do another audit to assess our progress. Commissioner Condon suggested that staff investigate a way to put a sidewalk to the west of the SCC parking lot or down the middle of the lot for families with small children to get them out of the actual parking lot as they enter/exit the building. Additional projects discussed were: adding more wellness focused programs, rebranding the entire district, researching need for programming in the red barn at Peck Farm and several others already mentioned above.

Ms. Lambillotte reviewed the 2018 Master Plan Details. This document mirrors much of what is in the Long and Short Range Plan. It provides CIP project descriptions, highlights fixed cost items, the vehicle replacement schedule, five year technology budget, and park playground replacement schedule.

Ms. Lambillotte highlighted several projects on the construction fund summary (CIP). Under expenditures, the numbers were explained for the following: Sunset Fitness & Community Center, Parking Lot Repairs, Wheeler Maintenance Facility, Sunset Swimming Pool, Island Park, Park Trail Improvements, Play Equipment Repairs/Replace, Stone Creek Mini Golf, Land Acquisition and Peck Farm.

Supt. Culp reviewed some upcoming changes in the Parks Department. Staff will now have a more centralized mowing operation. We plan to replace two smaller mowers with a larger one and two crews will operate out of Wheeler Park. As work trucks are being replaced we purchase those that seat 4, instead of 2, in an effort to take less trucks to the sites. Also, the east and west sides will be working together more on future projects.

Commissioner Condon inquired about the replacement of the indoor playground at SPRC. Director Lambillotte explained that staff may restructure the space and that new possible ideas/options are being discussed.

With no further discussion, Commissioner Condon made a motion to adjourn the committee meeting at 4:00 PM. Commissioner Moffat seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Amy McConnell

DATE: 01/16/19
TIME: 14:24:33
ID: AP490000.WOW

GENEVA PARK DISTRICT
WARRANT NUMBER 011619

CONSTRUCTION PAID

PAGE: 1

FROM CHECK # 114773 TO CHECK # 114779

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
114773	AMI COMMUNICATIONS, INC.	AMI-BACKUP STORAGE BACKUP BATTERY	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI CHECK TOTAL	598.00 62.36 660.36
114774	ANCEL GLINK, P.C.	MISC LEGAL MATTERS-NOVEMBER	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST CHECK TOTAL	615.00 615.00
114775	FOUNTAIN PEOPLE, INC.	SUNSET POOL SPRYGRND EQUIP	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM CHECK TOTAL	150,650.81 150,650.81
114776	GENEVA SCHOOL DISTRICT #304	PTAB APPEALS-NOVEMBER	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST CHECK TOTAL	296.44 296.44
114777	HARRIS COMPUTER SYSTEMS, INC.	POSITIVE PAY INSTALL SVC	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI CHECK TOTAL	150.00 150.00
114778	WILLIAMS ARCHITECTS	SUNSET POOL SPRAYGROUND PROJ SCC ROOF & HVAC PROJECT PFP RESTROOM PROJECT	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST CHECK TOTAL	852.67 2,182.40 1,249.95 4,285.02
114779	CHASE CARD SERVICES	IPAD CASES FOR PKS DEPT. LED LIGHT BULBS	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM CHECK TOTAL	337.45 1,900.00 2,237.45
			WARRANT TOTAL	158,895.08

DATE: 01/16/19
TIME: 14:27:59
ID: AP490000.WOW

GENEVA PARK DISTRICT
WARRANT NUMBER 011619

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CONSTRUCTION UNPAID

FROM CHECK # 114780 TO CHECK # 114789

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
114780	ANCEL GLINK, P.C.	MISC LEGAL MATTERS-DEC	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST	2,771.25
			CHECK TOTAL	2,771.25
114781	BLACK LINE FOX VALLEY LLC	BLACK LINE/AMI BACKUP STORAGE	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	598.00
			CHECK TOTAL	598.00
114782	BURRIS EQUIPMENT	LANDPRIDE POWER RAKE	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	9,343.00
			CHECK TOTAL	9,343.00
114783	CLEAN RIVER	POSTERS-PFP TRASH/RECYCLE BINS	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	138.70
			CHECK TOTAL	138.70
114784	LITE CONSTRUCTION, INC.	PFP RESTROOM PROJECT-PAY #1	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	9,090.00
			CHECK TOTAL	9,090.00
114785	MENARDS	WHLR SHED-LAG SCREWS,DRILL BIT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	38.91
		WHLR SHED LOFT PROJECT SPLYs	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	299.57
		WHLR SHED-HANDLING CHGE	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	8.99
		WHLR SHED-LUMBER MATERIAL	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	114.98
		WHLR SHED-LUMBER	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	33.60
		WHLR SHED-CONSTR SCREWS,BIT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	71.61
		WHLR SHED LOFT JOIST HANGERS	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	47.52
		WHLR SHED-LUMBER MATERIAL	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	273.71
		WHLR SHED-LUMBER MATERIAL	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	410.87
		WHLR SHED-CONDUIT MATERIAL	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	53.03
			CHECK TOTAL	1,352.79
114786	MIDWEST SASH & SILL	PFP WINDOW SILL & RAIL REPAIR	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	255.00
			CHECK TOTAL	255.00
114787	RICK P. PETERSON, TRUSTEE OF	ANNUAL DEBT PAYMENT-PETERSON	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	117,646.24
			CHECK TOTAL	117,646.24
114788	RAIN DROP PRODUCTS, LLC	MC POOL RETAINAGE PAYMENT	CONSTRUCTION / CAPITAL IMPROV. / BANKING	20,566.64
			CHECK TOTAL	20,566.64
114789	UPLAND DESIGN LTD	CLOVER HILLS PK PROJECT	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST	3,694.52
			CHECK TOTAL	3,694.52
			WARRANT TOTAL	165,456.14

DATE: 01/16/19
TIME: 14:30:36
ID: AP490000.WOW

GENEVA PARK DISTRICT
WARRANT NUMBER 011619

GENERAL PAID

PAGE: 1

FROM CHECK # 72095 TO CHECK # 72173

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
72095	M.I.P.E.	MIPE HOLIDAY MTG 12/13	CORPORATE / PARKS ADMINISTRATION	120.00
			CHECK TOTAL	120.00
72096	MIRABELLE SKIPWORT	ENTERTAINER-PFP EVENT 12/15	CORPORATE / PECK FARM GENERAL PROGRAMS	100.00
			CHECK TOTAL	100.00
72097	ALPHA MEDIA	RADIO AIR AD-BESTLIFE FITNESS	RECREATION / REC ADMINISTRATION	750.00
			CHECK TOTAL	750.00
72098	AMI COMMUNICATIONS, INC.	AMI-MONTHLY EMAIL SVC	RECREATION / REC ADMINISTRATION	50.00
		AMI-MONTHLY ANTIVIRUS SVC	CORPORATE / PARKS ADMINISTRATION	74.25
		AMI-MONTHLY ANTIVIRUS SVC	RECREATION / REC ADMINISTRATION	74.25
		AMI-MONTHLY COMPUTER MAINT	RECREATION / REC ADMINISTRATION	1,834.65
		AMI-MONTHLY SERVER MAINT	RECREATION / REC ADMINISTRATION	715.00
		WIFI EXTENDED THRU SCC	RECREATION / REC ADMINISTRATION	594.00
			CHECK TOTAL	3,342.15
72099	AT&T	AT&T-PF MAINT INTERNET	CORPORATE / PECK FARM	55.39
			CHECK TOTAL	55.39
72100	BANNER UP SIGNS	BANNER-REPLACED CHK #71874	RECREATION / PUBLIC INFORMATION	160.00
		BESTLIFE FITNESS BANNERS,SIGNS	RECREATION / PUBLIC INFORMATION	689.00
			CHECK TOTAL	849.00
72101	BLUE LION SYSTEMS, INC	BLUE LION SECURITY CAMERA SVC	CORPORATE / PECK FARM	98.00
			CHECK TOTAL	98.00
72102	ELLIOTT BORTNER	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	30.00
		REIMB MILEAGE	RECREATION / REC ADMINISTRATION	25.00
			CHECK TOTAL	55.00
72103	TRISH BURNS	REIMB CELL PHONE USAGE	CORPORATE / PECK FARM	50.00
		REIMB MILEAGE	CORPORATE / PARKS ADMINISTRATION	125.00
			CHECK TOTAL	175.00
72104	CATHY BURNHAM	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	40.00
			CHECK TOTAL	40.00

DATE: 01/16/19
TIME: 14:30:36
ID: AP490000.WOW

GENEVA PARK DISTRICT
WARRANT NUMBER 011619

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FROM CHECK # 72095 TO CHECK # 72173

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
72105	CALL ONE	CALL ONE MONTHLY SVC	RECREATION / SUNSET RACQUETBALL & FITNESS	73.07
		CALL ONE MONTHLY SVC	RECREATION / REC ADMINISTRATION	389.70
		CALL ONE MONTHLY SVC	RECREATION / SUNSET POOL	133.25
		CALL ONE MONTHLY SVC	RECREATION / SPRC	646.80
		CALL ONE MONTHLY SVC	CORPORATE / PARKS ADMINISTRATION	226.42
		CALL ONE MONTHLY SVC	RECREATION / MINIATURE GOLF	56.61
		CALL ONE MONTHLY SVC	CORPORATE / PECK FARM	114.22
			CHECK TOTAL	1,640.07
72106	CHASEWOOD LEARNING	CHASEWOOD LEARNING INSTR FEE	RECREATION / YOUTH	1,380.00
			CHECK TOTAL	1,380.00
72107	CITY OF GENEVA	CITY WATER/SEWER-WHLR MAINT	CORPORATE / PARKS ADMINISTRATION	40.32
		CITY WATER/SEWER-WHLR HUT	CORPORATE / PARKS ADMINISTRATION	66.13
		CITY WATER/SEWER-ISLAND PARK	CORPORATE / PARKS ADMINISTRATION	26.61
		CITY WATER/SEWER-WHLR NORTH	CORPORATE / PARKS ADMINISTRATION	29.03
		CITY WATER/SEWER-SCC	RECREATION / REC ADMINISTRATION	104.45
		CITY WATER/SEWER-GREENHOUSE	CORPORATE / PARKS ADMINISTRATION	44.63
		CITY WATER/SEWER-RIVER PARK	CORPORATE / PARKS ADMINISTRATION	46.85
		CITY WATER/SEWER-SUNSET POOL	RECREATION / SUNSET POOL	302.75
		CITY WATER/SEWER-MOORE PK	CORPORATE / MOORE SPRAY PARK	68.24
		CITY WATER/SEWER-SPRC	RECREATION / SPRC	871.16
		CITY WATER/SEWER-COMM GARDENS	CORPORATE / COMMUNITY GARDEN	74.18
		CITY ELECTRIC-ISLAND PARK	CORPORATE / PARKS ADMINISTRATION	33.07
		CITY ELECTRIC-ESPING FLAG POLE	CORPORATE / PARKS ADMINISTRATION	25.09
		CITY ELECTRIC-HARRISON	CORPORATE / PARKS ADMINISTRATION	93.77
		CITY ELECTRIC-JAYCEE	CORPORATE / PARKS ADMINISTRATION	18.30
		CITY ELECTRIC-WHEELER HUT	CORPORATE / PARKS ADMINISTRATION	25.31
		CITY ELECTRIC-WHEELER MAINT	CORPORATE / PARKS ADMINISTRATION	827.58
		CITY ELECTRIC-PFP HOUSE	CORPORATE / PECK FARM	173.15
		CITY ELECTRIC-PFP MAINT	CORPORATE / PECK FARM	294.54
		CITY ELECTRIC-SCC	RECREATION / REC ADMINISTRATION	1,868.18
		CITY ELECTRIC-SCC	RECREATION / REC ADMINISTRATION	20.83
		CITY ELECTRIC-SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	231.87
		CITY ELECTRIC-SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	1,086.05
		CITY ELECTRIC-SUNSET POOL	RECREATION / SUNSET POOL	374.26
		CITY ELECTRIC-SUNSET BALLFIELD	RECREATION / ADULT SOFTBALL	18.30
		CITY ELECTRIC-MOORE PARK	CORPORATE / MOORE SPRAY PARK	29.43

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72107	CITY OF GENEVA	CITY ELECTRIC-SPRC	RECREATION / SPRC	4,567.76
		CITY ELECTRIC-PH38	RECREATION / PLAYHOUSE 38	70.00
		CITY WATER/SEWER-STH STR FIELD	CORPORATE / PARKS ADMINISTRATION	104.45
			CHECK TOTAL	11,536.29
72108	CITYTECH USA, INC.	PUBLIC SALARY ANNUAL MBRSH	CORPORATE / PARKS ADMINISTRATION	175.00
		PUBLIC SALARY ANNUAL MBRSH	RECREATION / REC ADMINISTRATION	175.00
			CHECK TOTAL	350.00
72109	COM ED	COMED-MC COMM PK	CORPORATE / PARKS ADMINISTRATION	24.32
		COMED-PETERSON HOUSE	CORPORATE / PARKS ADMINISTRATION	16.46
		COMED-PFP BALLFIELDS	RECREATION / ADULT SOFTBALL	97.44
			CHECK TOTAL	138.22
72110	PHIL COOPER	FOLK MUSIC ENTERTAINERS 1/11	RECREATION / LIBRARY SEMINARS	200.00
			CHECK TOTAL	200.00
72111	COMCAST CABLE	COMCAST-SCC	RECREATION / REC ADMINISTRATION	275.64
		COMCAST-SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	544.95
			CHECK TOTAL	820.59
72112	COMCAST CABLE	COMCAST-SPRC	RECREATION / SPRC	725.59
			CHECK TOTAL	725.59
72113	COMCAST CABLE	COMCAST-PH38	RECREATION / PLAYHOUSE 38	69.95
			CHECK TOTAL	69.95
72114	COMPUTER EXPLORERS	COMPUTER EXPLORER SMR SESS	RECREATION / YOUTH	425.00
			CHECK TOTAL	425.00
72115	FRANK DELGIUDICE	PH38 PROP MATERIAL-SS/VARIETY	RECREATION / PLAYHOUSE 38	238.87
			CHECK TOTAL	238.87
72116	DISCOUNT SCHOOL SUPPLY	TRI-FOLD MAT SHIPPING FEE	RECREATION / REC ADMINISTRATION	3.78
			CHECK TOTAL	3.78
72117	DUNHAM WOODS FARM, INC.	HORSEMANSHIP INSTR FEE-SMR	RECREATION / YOUTH	125.00
		HORSEMANSHIP INSTR FEE-JAN, '18	RECREATION / YOUTH	115.00

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72117	DUNHAM WOODS FARM, INC.	HORSEMANSHIP INSTR FEE-JAN,'18	RECREATION / ADULT	115.00
			CHECK TOTAL	355.00
72118	EARTH INC.	TOPSOIL-MILL CREEK ICE RINK	CORPORATE / PARKS ADMINISTRATION	1,280.00
			CHECK TOTAL	1,280.00
72119	REGINA EMILIANO	REIMB COOKING CLASS SPLYS	RECREATION / YOUTH	41.84
			CHECK TOTAL	41.84
72120	ENCHANTED CASTLE	ENCHANTED CASTLE 1/2/19	RECREATION / IN SERVICE DAYS PROGRAMS	558.25
			CHECK TOTAL	558.25
72121	FOX VALLEY ICE ARENA	FOX VALLEY ICE ARENA 1/3/19	RECREATION / TEEN PROGRAMS & TRIPS	160.00
			CHECK TOTAL	160.00
72122	FOX VALLEY SPECIAL RECREATION	NOVEMBER INCLUSION HOURS	SPECIAL RECREATION / SPECIAL RECREATION	1,703.03
			CHECK TOTAL	1,703.03
72123	FORE SUPPLY CO. CORP.	PLASTIC BOTTLES & PUMPS	RECREATION / SUNSET RACQUETBALL & FITNESS	181.76
			CHECK TOTAL	181.76
72124	FUN EXPRESS LLC	TWISTY PUZZLES	RECREATION / PARK DISTRICT PRESCHOOL	177.28
			CHECK TOTAL	177.28
72125	FUNZONE	FUN ZONE DAY OFF TRIP 12/28/18	RECREATION / TEEN PROGRAMS & TRIPS	330.00
			CHECK TOTAL	330.00
72126	GENEVA TIRE & AUTO STORE, INC.	4 TIRES REPLACED	CORPORATE / PARKS ADMINISTRATION	88.80
			CHECK TOTAL	88.80
72127	GORDON FLESCH COMPANY, INC.	STAPLES	RECREATION / REC ADMINISTRATION	70.57
		GORDON FLESCH MONTHLY MAINT	RECREATION / PARK DISTRICT PRESCHOOL	108.00
		GORDON FLESCH MONTHLY MAINT	RECREATION / SPRC	287.07
		GORDON FLESCH MONTHLY MAINT	RECREATION / REC ADMINISTRATION	506.06
		GORDON FLESCH MONTHLY MAINT	CORPORATE / PARKS ADMINISTRATION	337.37
			CHECK TOTAL	1,309.07
72128	CLAIRE GORNICKI	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	30.00

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72128	CLAIRE GORNICKI	REIMB MILEAGE	RECREATION / REC ADMINISTRATION	40.00
			CHECK TOTAL	70.00
72129	W.W. GRAINGER CORP.	DEICING SPRAYER	CORPORATE / PARKS ADMINISTRATION	141.76
		HOSE REELS & MATS-GREENHOUSE	CORPORATE / PARKS ADMINISTRATION	208.74
			CHECK TOTAL	350.50
72130	HARRIS COMPUTER SYSTEMS, INC.	IN-HOUSE TRAINING PAYROLL	CORPORATE / PARKS ADMINISTRATION	200.00
		IN-HOUSE TRAINING PAYROLL	RECREATION / REC ADMINISTRATION	200.00
			CHECK TOTAL	400.00
72131	HEINZ BROTHERS	SMR YTH PROGRAMS-HEINZ BROS	RECREATION / YOUTH	90.00
		SMR ADULT PROGRAMS-HEINZ BROS	RECREATION / ADULT	35.00
			CHECK TOTAL	125.00
72132	HOME DEPOT CREDIT SERVICE	SPOTLIGHT SECURITY CAMERA	CORPORATE / PARKS ADMINISTRATION	199.00
			CHECK TOTAL	199.00
72133	JIM HUETSON	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	30.00
			CHECK TOTAL	30.00
72134	HUBBARD RADIO CHICAGO	BESTLIFE DIGITAL CAMPAIGN AD	RECREATION / REC ADMINISTRATION	1,500.00
			CHECK TOTAL	1,500.00
72135	ILLINOIS SHOTOKAN KARATE	SMR KARATE-REPLACE CHK# 71929	RECREATION / MARTIAL ARTS	8,555.20
			CHECK TOTAL	8,555.20
72136	ILLINOIS ASSOCIATION OF PARK D	IAPD ANNUAL DUES	CORPORATE / PARKS ADMINISTRATION	3,163.45
		IAPD ANNUAL DUES	RECREATION / REC ADMINISTRATION	3,163.45
			CHECK TOTAL	6,326.90
72137	INTERSTATE GAS SUPPLY, INC.	IGS-WHLR MAINT	CORPORATE / PARKS ADMINISTRATION	85.10
		IGS-SPRC	RECREATION / SPRC	441.77
		IGS-POOL	RECREATION / SUNSET POOL	20.35
		IGS-PFP MAINT	CORPORATE / PECK FARM	84.35
		IGS-SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	118.39
		IGS-PFP HOUSE	CORPORATE / PECK FARM	41.81
		IGS-GREENHOUSE	CORPORATE / PARKS ADMINISTRATION	5.55

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72137	INTERSTATE GAS SUPPLY, INC.	IGS-SCC	RECREATION / REC ADMINISTRATION	301.91
			CHECK TOTAL	1,099.23
72138	INTELLIGENT LIGHTING CREATIONS	NEW LIGHTING AT PH38	RECREATION / REC ADMINISTRATION	1,729.02
			CHECK TOTAL	1,729.02
72139	JOHNO'S / MIDWEST AWARDS	2019 SUPER SHUFFLE AWARDS	RECREATION / SUPER BOWL SHUFFLE	59.90
			CHECK TOTAL	59.90
72140	BETH KEEN	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	30.00
			CHECK TOTAL	30.00
72141	SHEAVOUN LAMBILLOTTE	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	50.00
			CHECK TOTAL	50.00
72142	FIRST STUDENT	DAY OFF TRIP-LEGOLAND 6/5	RECREATION / IN SERVICE DAYS PROGRAMS	316.25
		DAY OFF TRIP-PUTTING EDGE 6/7	RECREATION / IN SERVICE DAYS PROGRAMS	288.75
		DAY OFF TRIP-FIELD MUSEUM 6/6	RECREATION / IN SERVICE DAYS PROGRAMS	371.25
		DAY OFF TRIP-SKY HIGH 6/8	RECREATION / IN SERVICE DAYS PROGRAMS	178.75
		TEEN CAMP CHASER LAZER 6/14	RECREATION / TEEN EXTREME CAMP	192.50
		TEEN CAMP GAMEWORKS 7/24	RECREATION / TEEN EXTREME CAMP	233.75
		TEEN CAMP ULTIMATE NINJA 7/26	RECREATION / TEEN EXTREME CAMP	192.50
		TEEN CAMP SHEDD AQUARIUM 8/2	RECREATION / TEEN EXTREME CAMP	371.25
		TEEN CAMP FUN ZONE 8/7	RECREATION / TEEN EXTREME CAMP	288.75
		DAY OFF TRIP-BROOKFLD ZOO 8/31	RECREATION / IN SERVICE DAYS PROGRAMS	385.00
		DAY OFF TRIP 10/18	RECREATION / IN SERVICE DAYS PROGRAMS	350.52
		DROP OFF TRIP-EPIC AIR 11/19	RECREATION / IN SERVICE DAYS PROGRAMS	265.43
		POLAR EXPRESS BUS SVC	RECREATION / NORTH POLE TRAIN	47.63
		POLAR EXPRESS BUS SVC	RECREATION / NORTH POLE TRAIN	63.50
			CHECK TOTAL	3,545.83
72143	LUCKY LOCATORS, INC.	LOCATED LINES AT ICE RINKS	CORPORATE / PARKS ADMINISTRATION	290.00
			CHECK TOTAL	290.00
72144	MAGIC OF GARY KANTOR	MAGIC CLASS INSTR FEE 12/5	RECREATION / YOUTH	112.00
			CHECK TOTAL	112.00
72145	MARTIN LEASING, INC.	MINI EXCAVATOR RENTAL FEE	CORPORATE / PARKS ADMINISTRATION	1,120.00

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72145	MARTIN LEASING, INC.	SKIDSTEER RENTAL-ICE RINK PROJ	CORPORATE / PARKS ADMINISTRATION	2,720.00
			CHECK TOTAL	3,840.00
72146	MENARDS	SUPPLIES FOR INSTALLING LIGHTS	CORPORATE / PARKS ADMINISTRATION	31.16
		ICE RINK WATER SUPPLIES	CORPORATE / PARKS ADMINISTRATION	192.38
		ELECTRICAL SPLYS	CORPORATE / PARKS ADMINISTRATION	105.13
		PICNIC TABLE BOARDS	CORPORATE / PARKS ADMINISTRATION	786.79
		ICE RINK ELECTRIC SPLYS	CORPORATE / PARKS ADMINISTRATION	203.86
		AIR COMPRESSOR PARTS	CORPORATE / PARKS ADMINISTRATION	6.63
		MURPHY OIL SOAP	CORPORATE / PECK FARM	3.45
		CLEAR ROPE LIGHTS	CORPORATE / PECK FARM	112.95
		HOLIDAY DECORATION	CORPORATE / PECK FARM	12.99
		CONDUIT FOR ICE RINKS	CORPORATE / PARKS ADMINISTRATION	60.01
		EXTENSION CORDS,SPOT LIGHT	CORPORATE / PECK FARM	110.53
		WHLR MAINT LED LIGHT SPLYS	CORPORATE / PARKS ADMINISTRATION	73.77
		STRETCH WRAP	CORPORATE / PARKS ADMINISTRATION	52.32
		DRILL & DRILL BIT SET	RECREATION / SUNSET RACQUETBALL & FITNESS	114.98
		PAINT AND SUPPLIES	RECREATION / PLAYHOUSE 38	59.71
		REPAIR PARTS-WATER FOUNTAIN	RECREATION / SUNSET RACQUETBALL & FITNESS	7.88
		MINI DRILL SET	CORPORATE / PARKS ADMINISTRATION	3.98
		PAINT TRAY	RECREATION / PLAYHOUSE 38	4.28
		CONDUIT FOR ICE RINKS	CORPORATE / PARKS ADMINISTRATION	75.47
		REPAIR PART FOR WATER FOUNTAIN	RECREATION / SUNSET RACQUETBALL & FITNESS	2.38
		MISC FASTENERS	CORPORATE / PECK FARM	18.46
		WIFI SECURITY CAMERA	CORPORATE / PARKS ADMINISTRATION	109.00
			CHECK TOTAL	2,148.11
72147	MOSELEY SERVICES	EQUIPMENT UPHOLSTERY REPAIRS	RECREATION / SUNSET RACQUETBALL & FITNESS	190.00
			CHECK TOTAL	190.00
72148	MUSEUM OF SCIENCE & INDUSTRY	SCIENCE MUSEUM TRIP 12/27	RECREATION / TEEN PROGRAMS & TRIPS	52.25
			CHECK TOTAL	52.25
72149	NEXT GENERATION, INC	BESTLIFE T-SHIRTS PROMO	RECREATION / REC ADMINISTRATION	790.00
			CHECK TOTAL	790.00
72150	NOVA COMMUNICATIONS, INC.	WIFI CONNECTIONS INSTALL-SCC	RECREATION / REC ADMINISTRATION	1,662.00
			CHECK TOTAL	1,662.00

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72151	NORTH AMERICAN CORP	VACUUM FILTERS	RECREATION / SUNSET RACQUETBALL & FITNESS	20.50
		SANITATION SPLYS	CORPORATE / PARKS ADMINISTRATION	597.20
			CHECK TOTAL	617.70
72152	ODYSSEY FUN WORLD	ODYSSEY FUN WORL TRIP 12/26	RECREATION / TEEN PROGRAMS & TRIPS	176.00
			CHECK TOTAL	176.00
72153	OFFICE DEPOT BUSINESS CREDIT	POST ITS,LABELS,SCISSORS	RECREATION / SPRC	136.59
		ALPHABET FILE FOLDER	RECREATION / REC ADMINISTRATION	20.95
		PRINTER CARTRIDGES	RECREATION / REC ADMINISTRATION	106.78
		2-KEYBOARDS	RECREATION / REC ADMINISTRATION	49.98
		INDEX CARDS	CORPORATE / PECK FARM	2.99
			CHECK TOTAL	317.29
72154	CASH	MAILED PACKAGE POSTAGE	RECREATION / REC ADMINISTRATION	14.45
		PAPER PLATES,COFFEE SPLYS,CARD	RECREATION / REC ADMINISTRATION	26.66
		DANCE PROGRAM BALLET BOOKS	RECREATION / SUNSET DANCE COMPANY	42.39
		PROGRAM SPLYS-THANKSGIVING CLS	RECREATION / TODDLERS	23.73
			CHECK TOTAL	107.23
72155	SCOTT PINER	BDAY PARTY MAGIC SHOW 12/8/18	RECREATION / SPRC BIRTHDAY PARTIES	150.00
			CHECK TOTAL	150.00
72156	CHRISTY POWELL	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	50.00
			CHECK TOTAL	50.00
72157	PUMP IT UP OF LISLE	PUMP IT UP TRIP 1/4/18	RECREATION / TEEN PROGRAMS & TRIPS	553.50
			CHECK TOTAL	553.50
72158	KELLY WALES	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	40.00
		REIMB MILEAGE	RECREATION / REC ADMINISTRATION	60.00
			CHECK TOTAL	100.00
72159	RUSSO'S POWER EQUIP INC.	PLASTIC PLOW BLADE FOR KABOTA	CORPORATE / PARKS ADMINISTRATION	260.00
			CHECK TOTAL	260.00
72160	STEVE SLIVKA	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	30.00
			CHECK TOTAL	30.00

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72161	SARAH SIELISCH	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	40.00
			CHECK TOTAL	40.00
72162	SUNSHINE CLEANING SERVICE	PFP HOUSE MONTHLY CLEANING SVC	CORPORATE / PECK FARM	690.00
			CHECK TOTAL	690.00
72163	BUMPER TO BUMPER	HOSE CLAMPS	CORPORATE / PARKS ADMINISTRATION	9.60
		SPRING BOOSTER COIL	CORPORATE / PARKS ADMINISTRATION	15.99
			CHECK TOTAL	25.59
72164	FRANK VAN AELST & ASSOC INC	MONTHLY ACCOUNTING FEES	RECREATION / REC ADMINISTRATION	410.00
		MONTHLY ACCOUNTING FEES	CORPORATE / PARKS ADMINISTRATION	410.00
			CHECK TOTAL	820.00
72165	ERIN VAN METER	REIMB HOLIDAY PROGRAM SPLYS	RECREATION / TODDLERS	40.93
			CHECK TOTAL	40.93
72166	NICOLE VICKERS	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	50.00
			CHECK TOTAL	50.00
72167	WATER PRODUCTS COMPANY	TUBING & COUPLINGS-ICE RINK	CORPORATE / PARKS ADMINISTRATION	326.12
		TUBING-ICE RINKS	CORPORATE / PARKS ADMINISTRATION	480.00
			CHECK TOTAL	806.12
72168	FIRST STUDENT	VOYAGER SAFARI LAND 7/25	RECREATION / TRADITIONAL YOUTH CAMPS	247.50
		ADVENTURE FUNWAY 6/13	RECREATION / TRADITIONAL YOUTH CAMPS	550.00
		VOYAGER -BLACKBERRY FARM 6/13	RECREATION / TRADITIONAL YOUTH CAMPS	247.50
		VOYAGER COSLEY ZOO 7/25	RECREATION / TRADITIONAL YOUTH CAMPS	302.50
		EXPLORER LAZER X 6/13	RECREATION / TRADITIONAL YOUTH CAMPS	605.00
		EXPLORER KANE CO COUGARS 7/25	RECREATION / TRADITIONAL YOUTH CAMPS	412.50
		EXPLORER SKYHIGH SPORTS 8/1	RECREATION / TRADITIONAL YOUTH CAMPS	412.50
		EXPLORER FUNTOPIA 8/8	RECREATION / TRADITIONAL YOUTH CAMPS	605.00
		ADVENTURE FUNWAY 6/13	RECREATION / TRADITIONAL YOUTH CAMPS	550.00
		ADVENTURE CMP COUGARS 7/25	RECREATION / TRADITIONAL YOUTH CAMPS	385.00
		ADVENTURE CMP LAZER TA 8/1	RECREATION / TRADITIONAL YOUTH CAMPS	385.00
		ADVENTURE CMP EPIC AIR 8/8	RECREATION / TRADITIONAL YOUTH CAMPS	385.00
		TEEN CAMP WHEELS 6/12	RECREATION / TEEN EXTREME CAMP	247.50
		TEEN CAMP FUNWAY 7/31	RECREATION / TEEN EXTREME CAMP	165.00

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72168	FIRST STUDENT	TEEN CAMP EPIC AIR 8/9	RECREATION / TEEN EXTREME CAMP	178.75
		VOYAGER MOORE PARK 8/9	RECREATION / TRADITIONAL YOUTH CAMPS	233.75
		VOYAER BOUNCETOWN 8/8	RECREATION / TRADITIONAL YOUTH CAMPS	371.25
		DAY OFF TRIP LUIGI'S 11/21	RECREATION / IN SERVICE DAYS PROGRAMS	267.97
		DAY OFF TRIP SPACE GOLF 11/20	RECREATION / IN SERVICE DAYS PROGRAMS	351.16
			CHECK TOTAL	6,902.88
72169	MILL CREEK WRD	WATER/SEWER-MC POOL	RECREATION / MILL CREEK POOL	100.07
			CHECK TOTAL	100.07
72170	SHAW MEDIA	BESTLIFE FITNESS & HOLIDAY ADS	RECREATION / PUBLIC INFORMATION	727.00
			CHECK TOTAL	727.00
72171	STEVENS STREET PROPERTIES	PH38 MONTHLY RENTAL FEE	RECREATION / PLAYHOUSE 38	1,697.00
		PH38 MONTHLY STORAGE FEE	RECREATION / PLAYHOUSE 38	300.00
			CHECK TOTAL	1,997.00
72172	CHASE CARD SERVICES	DIRECTOR'S LUNCHEON-LEMONT P.D	RECREATION / REC ADMINISTRATION	20.00
		DIRECTOR'S LUNCHEON-LEMONT P.D	CORPORATE / PARKS ADMINISTRATION	20.00
		SYMPATHY ARRANGEMENT-ABLE	CORPORATE / PARKS ADMINISTRATION	52.91
		SYMPATHY ARRANGEMENT-ABLE	RECREATION / REC ADMINISTRATION	52.90
		WOW RECOGNITION	CORPORATE / PARKS ADMINISTRATION	16.05
		WOW RECOGNITION-HUESTON	RECREATION / REC ADMINISTRATION	15.00
		STAFF HOLIDAY DESSERTS	RECREATION / REC ADMINISTRATION	25.00
		STAFF HOLIDAY DESSERTS	CORPORATE / PARKS ADMINISTRATION	25.00
		EMPORIUM KOHLER-REIMB FROMGPDF	RECREATION / REC ADMINISTRATION	1,000.00
		IAPD CONF REG FEES	CORPORATE / PARKS ADMINISTRATION	495.00
		IAPD CONF REG FEES	RECREATION / REC ADMINISTRATION	3,370.00
		BASKETBALLS,PUMP NEEDLES	RECREATION / BOYS BASKETBALL	262.34
		STAFF HOLIDAY EVENT	RECREATION / REC ADMINISTRATION	520.70
		STAFF HOLIDAY EVENT	CORPORATE / PARKS ADMINISTRATION	520.70
		FVSRA LUNCHEON	RECREATION / REC ADMINISTRATION	18.48
		KZ MILL CREEK PROGRAM SPLYS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	34.68
		KZ MILL CREEK SNACK SPLYS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	181.30
		KZ DAY OFF TRIP	RECREATION / IN SERVICE DAYS PROGRAMS	377.00
		KZ FAYBYAN PROGRAM SPLYS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	140.88
		KZ FAYBYAN SNACK SPLYS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	145.89
		KZ WILLIAMSBURG PROGRAM SPLYS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	289.31

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72172	CHASE CARD SERVICES	KZ WILLIAMSBURG SNACK SPLYs	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	312.66
		KZ HARRISON PROGRAM SPLYs	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	62.16
		KZ HARRISON SNACK SPLYs	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	120.33
		DAY OFF TRIP-EPIC AIR	RECREATION / IN SERVICE DAYS PROGRAMS	672.40
		DAY OFF TRIP-SPACE GOLF	RECREATION / IN SERVICE DAYS PROGRAMS	575.00
		FACEBOOK ADVERTISING	RECREATION / PUBLIC INFORMATION	26.13
		VOLUNTEER APPRECIATION SPLYs	CORPORATE / PECK FARM	308.97
		CUPCAKES	CORPORATE / BIRTHDAY PARTIES - PECK FARM	18.99
		VOLUNTEER APPRECIATION DNR	CORPORATE / PECK FARM	85.85
		CHRISTMAS LIGHTS FOR PFP EVENT	CORPORATE / PECK FARM	33.98
		CUPCAKES, PIZZAS	CORPORATE / BIRTHDAY PARTIES - PECK FARM	88.28
		SOAP	CORPORATE / PECK FARM	3.97
		ANIMAL FOOD	CORPORATE / PECK FARM	24.66
		BOWS FOR DECORATING	CORPORATE / PECK FARM	11.94
		CANDY CANES	CORPORATE / PECK FARM	5.00
		PROGRAM SPLYs	CORPORATE / PECK FARM SCHOOL/SCOUT GROUPS	62.44
		BOOK	CORPORATE / PECK FARM	16.50
		KZ PROGRAM SPLYs	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	121.43
		KID ZONE SNACK SPLYs	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	395.48
		TODDLER PROGRAM SPLYs	RECREATION / TODDLERS	82.49
		YOUTH PROGRAM SPLYs	RECREATION / YOUTH	291.60
		WATER FOUNTAIN REPAIR PARTS	RECREATION / SUNSET RACQUETBALL & FITNESS	144.30
		DRURY LANE TRIP BEAUTY N BEAST	RECREATION / ACTIVE OLDER ADULTS - TRIPS	527.00
		PARAMOUNT TRIP DEPOSIT	RECREATION / ACTIVE OLDER ADULTS - TRIPS	275.00
		SNACKS FOR BUS TRIP	RECREATION / ACTIVE OLDER ADULTS - TRIPS	10.92
		SENIOR LUNCH MTG	RECREATION / AOA PROGRAMS	44.98
		HOLIDAY DANCE COSTUMES	RECREATION / SUNSET DANCE COMPANY	1,044.73
		CANDY CANES/TIGHTS	RECREATION / HOLIDAY DANCE RECITAL	51.22
		HOLIDAY DANCE COSTUMES	RECREATION / HOLIDAY DANCE RECITAL	1,038.92
		CHEER CLOTHING	RECREATION / CHEERLEADING	1,534.19
		POLAR EXPRESS COSTUME,SPLYs	RECREATION / NORTH POLE TRAIN	203.08
		STAINLESS CLNR	RECREATION / MILL CREEK POOL	3.96
		HOLIDAY PARTY SPLYs	RECREATION / REC ADMINISTRATION	125.00
		PRESCHOOL SPLYs-SAND TUB	RECREATION / PARK DISTRICT PRESCHOOL	187.08
		PDRMA TRAINING SESSION 3/3/19	RECREATION / REC ADMINISTRATION	45.00
		IPRA MEMBERSHIP RENEWAL	RECREATION / REC ADMINISTRATION	264.00
		BIRTHDAY PARTY SPLYs	RECREATION / SPRC BIRTHDAY PARTIES	96.81
		JUICE,CUPCAKES	RECREATION / SPRC BIRTHDAY PARTIES	283.10

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FROM CHECK # 72095 TO CHECK # 72173

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
72172	CHASE CARD SERVICES	YEARLY STAFF CALENDARS	RECREATION / SPRC	47.26
		SPRC VENDING SPLYS	RECREATION / SPRC	240.86
		SCC VENDING SPLYS	RECREATION / SUNSET RACQUETBALL & FITNESS	121.34
		PH38 PROP SPLYS	RECREATION / PLAYHOUSE 38	539.84
		SIRIUS MUSIC SVC	RECREATION / SPRC	15.99
		CLEANING SPLY	RECREATION / SPRC	32.99
		RIBBON FOR BOWS	RECREATION / SPRC	18.88
		LCD TV REPAIRS	RECREATION / SPRC	1,186.04
		BESTLIFE FITNESS PROMO ITEMS	RECREATION / REC ADMINISTRATION	1,675.84
		SHIPPING FEE-REPAIR TV MONITOR	RECREATION / SUNSET RACQUETBALL & FITNESS	87.94
		WINTER REGISTRATION SPLY	RECREATION / REC ADMINISTRATION	17.98
		IPRA JOB POSTING	CORPORATE / PARKS ADMINISTRATION	265.00
		I-PASS REPLENISHED	CORPORATE / PARKS ADMINISTRATION	20.00
		I-PASS REPLENISHED	RECREATION / REC ADMINISTRATION	20.00
		WELDER	CORPORATE / PARKS ADMINISTRATION	847.59
		SPRAYER PUMP AND SPLYS	CORPORATE / PARKS ADMINISTRATION	440.64
			CHECK TOTAL	22,360.88
72173	VERIZON WIRELESS	VERIZON CELL PHONE USAGE	CORPORATE / PECK FARM	56.04
		VERIZON CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	1.74
		VERIZON CELL PHONE USAGE	CORPORATE / PARKS ADMINISTRATION	178.03
		VERIZON CELL PHONE USAGE	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	59.81
			CHECK TOTAL	295.62
			WARRANT TOTAL	99,670.68

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FROM CHECK # 72174 TO CHECK # 72242

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
72174	ABLE PEST CONTROL, INC.	MONTHLY PEST CONTROL	RECREATION / SPRC	105.00
			CHECK TOTAL	105.00
72175	GENEVA ACE HARDWARE	DRILL BIT,HOSE ADAPTER,NOZZLE	CORPORATE / PARKS ADMINISTRATION	61.31
		DUST MASKS/RESPIRATORS	CORPORATE / PARKS ADMINISTRATION	20.49
		CHAINSAW CHAIN,HOSE FITTINGS	CORPORATE / PARKS ADMINISTRATION	44.69
		ELECTRICAL BOX, LAMPHOLDER	CORPORATE / PARKS ADMINISTRATION	17.92
		BOLTS-MENS LOCKER DOOR HANDLE	RECREATION / SUNSET RACQUETBALL & FITNESS	83.93
		BLEACH	RECREATION / SUNSET RACQUETBALL & FITNESS	5.93
		HAMMER DRILL,TORX SCREWS & BIT	CORPORATE / PARKS ADMINISTRATION	91.84
			CHECK TOTAL	326.11
72176	ALARM DETECTION SYSTEMS, INC.	ALARM SYSTEM FEB-MARCH-APRIL	RECREATION / SPRC	1,088.97
		ALARM SYSTEM FEB-MARCH-APRIL	CORPORATE / PARKS ADMINISTRATION	136.89
		ALARM SYSTEM FEB-MARCH-APRIL	RECREATION / REC ADMINISTRATION	535.53
		ALARM SYSTEM FEB-MARCH-APRIL	CORPORATE / PECK FARM	809.25
		ALARM SYSTEM FEB-MARCH-APRIL	RECREATION / SUNSET POOL	139.23
		ALARM SYSTEM FEB-MARCH-APRIL	RECREATION / MINIATURE GOLF	74.82
		CLEANED SMOKE ALARM PANEL-DUST	RECREATION / REC ADMINISTRATION	495.02
			CHECK TOTAL	3,279.71
72177	TRICIA ALDAY EVANS	EMBROIDER ON LEOTARDS	RECREATION / SUNSET DANCE COMPANY	20.00
			CHECK TOTAL	20.00
72178	AMERICAN SWING PRODUCTS, INC.	HARDWARE FOR SWINGS	CORPORATE / PARKS ADMINISTRATION	271.00
			CHECK TOTAL	271.00
72179	AT&T	AT&T MC POOL INTERNET SVC	RECREATION / MILL CREEK POOL	75.53
		AT&T MG INTERNET SVC	RECREATION / MINIATURE GOLF	100.70
			CHECK TOTAL	176.23
72180	AT&T	AT&T PFP MAINT INTERNET SVC	CORPORATE / PECK FARM	55.39
			CHECK TOTAL	55.39
72181	AT&T	AT&T WHLR MAINT INTERNET SVC	CORPORATE / PARKS ADMINISTRATION	84.78
			CHECK TOTAL	84.78
72182	AT&T	AT&T SCC DSL & FAX LINE	RECREATION / REC ADMINISTRATION	222.97
			CHECK TOTAL	222.97

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
72183	BALLOON ENDEAVOR	BALLOON ARCH/HELIUM TANK	RECREATION / JUST DAD 'N ME	585.00
		HELIUM TANK-MOM N SON	RECREATION / MOM & SON NIGHT	295.00
			CHECK TOTAL	880.00
72184	BLACK LINE FOX VALLEY LLC	MONTHLY EMAIL SVC	RECREATION / REC ADMINISTRATION	50.00
		MONTHLY ANTIVIRUS SVC	CORPORATE / PARKS ADMINISTRATION	74.25
		MONTHLY ANTIVIRUS SVC	RECREATION / REC ADMINISTRATION	74.25
		MONTHLY COMPUTER MAINT	RECREATION / REC ADMINISTRATION	1,834.65
		MONTHLY SERVER MAINT	RECREATION / REC ADMINISTRATION	715.00
			CHECK TOTAL	2,748.15
72185	CALL ONE	CALL ONE MONTHLY SVC	RECREATION / SUNSET RACQUETBALL & FITNESS	85.67
		CALL ONE MONTHLY SVC	RECREATION / REC ADMINISTRATION	456.89
		CALL ONE MONTHLY SVC	RECREATION / SUNSET POOL	135.64
		CALL ONE MONTHLY SVC	RECREATION / SPRC	608.24
		CALL ONE MONTHLY SVC	CORPORATE / PARKS ADMINISTRATION	210.33
		CALL ONE MONTHLY SVC	RECREATION / MINIATURE GOLF	52.58
		CALL ONE MONTHLY SVC	CORPORATE / PECK FARM	110.84
			CHECK TOTAL	1,660.19
72186	BILL CHO, INC.	FALL TAEKWONDO INSTR FEE	RECREATION / MARTIAL ARTS	420.00
		FALL TAEKWONDO INSTR FEE	RECREATION / MARTIAL ARTS	294.00
			CHECK TOTAL	714.00
72187	CITY OF GENEVA	CITY WATER/SEWER-MOORE SPRY PK	CORPORATE / MOORE SPRAY PARK	68.39
		CITY ELECTRIC-MOORE SPRY PK	CORPORATE / MOORE SPRAY PARK	19.93
		CITY ELECTRIC-OLD MILL PK	CORPORATE / PARKS ADMINISTRATION	58.75
		CITY ELECTRIC-ESPING FLAG POLE	CORPORATE / PARKS ADMINISTRATION	24.97
			CHECK TOTAL	172.04
72188	COM ED	COMED ELECTRIC-MC POOL	RECREATION / MILL CREEK POOL	345.13
		COMED ELECTRIC-PETERSON HOUSE	CORPORATE / PARKS ADMINISTRATION	19.45
		COMED ELECTRIC-PFP BALLFIELD	RECREATION / ADULT SOFTBALL	46.67
			CHECK TOTAL	411.25
72189	CONSERV FS, INC.	UNLEADED FUEL	CORPORATE / PARKS ADMINISTRATION	1,115.91
		UNLEADED FUEL	RECREATION / REC ADMINISTRATION	123.99
		UNLEADED FUEL	CORPORATE / PARKS ADMINISTRATION	731.57

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
72189	CONSERV FS, INC.	UNLEADED FUEL	RECREATION / REC ADMINISTRATION	81.28
		UNLEADED FUEL	CORPORATE / PARKS ADMINISTRATION	508.47
		UNLEADED FUEL	RECREATION / REC ADMINISTRATION	56.50
		DIESEL FUEL	CORPORATE / PARKS ADMINISTRATION	595.28
			CHECK TOTAL	3,213.00
72190	COMCAST CABLE	COMCAST-SCC INTERNET SVC	RECREATION / REC ADMINISTRATION	278.64
		COMCAST-SRFC CABLE SVC	RECREATION / SUNSET RACQUETBALL & FITNESS	547.52
		COMCAST SVC-SPRC	RECREATION / SPRC	731.16
			CHECK TOTAL	1,557.32
72191	CULLIGAN TRI-CITY SWS, INC.	CULLIGAN MONTHLY WATER SVC	RECREATION / SPRC	25.00
		CULLIGAN MONTHLY WATER SVC	RECREATION / REC ADMINISTRATION	41.00
		CULLIGAN MONTHLY WATER SVC	CORPORATE / PECK FARM	25.00
			CHECK TOTAL	91.00
72192	DAILY HERALD	DAILY HERALD PAPER 11/19-1/13/	RECREATION / REC ADMINISTRATION	18.60
		DAILY HERALD PAPER 11/19-1/13/	CORPORATE / PARKS ADMINISTRATION	18.60
			CHECK TOTAL	37.20
72193	DUPAGE CHILDREN'S MUSEUM	DUPAGE CHILDREN'S MUSEUM 1/21	RECREATION / TEEN PROGRAMS & TRIPS	183.50
			CHECK TOTAL	183.50
72194	ELEVATOR TECHNICIANS, INC.	ELEVATOR MAINT FEB/MARCH	RECREATION / SPRC	171.36
			CHECK TOTAL	171.36
72195	FOX VALLEY SPECIAL RECREATION	INCLUSION SVC-DECEMBER	SPECIAL RECREATION / SPECIAL RECREATION	1,470.38
			CHECK TOTAL	1,470.38
72196	FUN EXPRESS LLC	PUZZLE BOOKS	RECREATION / PARK DISTRICT PRESCHOOL	32.95
			CHECK TOTAL	32.95
72197	GENEVA TIRE & AUTO STORE, INC.	NEW TIRES AND BALANCE SVC	CORPORATE / PARKS ADMINISTRATION	793.00
			CHECK TOTAL	793.00
72198	GORDON FLESCH COMPANY, INC.	GORDON FLESCH MAINT AGREEMENT	RECREATION / PARK DISTRICT PRESCHOOL	108.00
		GORDON FLESCH MAINT AGREEMENT	RECREATION / SPRC	152.59
		GORDON FLESCH MAINT AGREEMENT	CORPORATE / PARKS ADMINISTRATION	216.09

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
72198	GORDON FLESCH COMPANY, INC.	GORDON FLESCH MAINT AGREEMENT	RECREATION / REC ADMINISTRATION	324.14
			CHECK TOTAL	800.82
72199	W.W. GRAINGER CORP.	PICNIC TABLE HARDWARE	CORPORATE / PARKS ADMINISTRATION	101.80
		BATHROOM DOOR CLOSURES	RECREATION / REC ADMINISTRATION	140.68
		SWING CHAIN	CORPORATE / PARKS ADMINISTRATION	163.76
			CHECK TOTAL	406.24
72200	GROOT, INC.	REFUSE DISPOSAL	RECREATION / REC ADMINISTRATION	135.44
		REFUSE DISPOSAL	CORPORATE / PECK FARM	362.95
		REFUSE DISPOSAL	RECREATION / SPRC	194.78
		REFUSE DISPOSAL	CORPORATE / PARKS ADMINISTRATION	509.62
		REFUSE DISPOSAL	RECREATION / REC ADMINISTRATION	137.22
			CHECK TOTAL	1,340.01
72201	WM. HORN STRUCTURAL STEEL CO.	STEEL BAR TO MOUNT SPRAYER	CORPORATE / PARKS ADMINISTRATION	30.00
			CHECK TOTAL	30.00
72202	LAKESHORE RECYCLING SYSTEM	PORTOLET SVC-SKATE PARK	RECREATION / REC ADMINISTRATION	25.71
		PORTOLET SVC-PFP BALLFIELDS	RECREATION / REC ADMINISTRATION	55.43
		PORTOLET SVC-PFP	RECREATION / REC ADMINISTRATION	25.71
		PORTOLET SVC-SPRC	RECREATION / REC ADMINISTRATION	25.71
			CHECK TOTAL	132.56
72203	ILLINOIS STATE POLICE	EMPLOYEE BACKGROUND CHECKS	CORPORATE / PARKS ADMINISTRATION	375.00
		EMPLOYEE BACKGROUND CHECKS	RECREATION / REC ADMINISTRATION	375.00
			CHECK TOTAL	750.00
72204	ILLINOIS SHOTOKAN KARATE	FALL KARATE INSTR FEE	RECREATION / MARTIAL ARTS	11,841.40
			CHECK TOTAL	11,841.40
72205	ILLINOIS AUDIO PRODUCTIONS	MESSAGE ON HOLD SVC-2019	RECREATION / PUBLIC INFORMATION	1,500.00
			CHECK TOTAL	1,500.00
72206	JACKSON-HIRSH, INC.	TABLOID LAMINATING SHEETS	RECREATION / REC ADMINISTRATION	159.40
		TABLOID LAMINATING SHEETS	CORPORATE / PECK FARM GENERAL PROGRAMS	159.39
			CHECK TOTAL	318.79

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
72207	JOLIET PARK DISTRICT	IPDDC COMPETITION FEE 2/24	RECREATION / CHEERLEADING	141.00
			CHECK TOTAL	141.00
72208	JR. WHIPS	TRAVELING BASKETBALL TOURN FEE	RECREATION / BOYS BASKETBALL	225.00
			CHECK TOTAL	225.00
72209	KANE COUNTY CHRONICLE	SPRC CHRONICLE NEWSPAPER	RECREATION / REC ADMINISTRATION	32.50
		SPRC CHRONICLE NEWSPAPER	CORPORATE / PARKS ADMINISTRATION	32.50
			CHECK TOTAL	65.00
72210	KANE COUNTY HEALTH DEPARTMENT	FOOD HANDLING PERMIT-EVENTS	RECREATION / NEW SPECIAL EVENTS	400.00
			CHECK TOTAL	400.00
72211	TRACY LAPSHIN	FALL FENCING INSTR FEE	RECREATION / MARTIAL ARTS	1,400.00
			CHECK TOTAL	1,400.00
72212	MENARDS	PART FOR PRETREATMENT SPRAYER	CORPORATE / PARKS ADMINISTRATION	9.63
		PAINT AND CASTERS	RECREATION / PLAYHOUSE 38	78.30
		PIPE INSULATION	CORPORATE / PARKS ADMINISTRATION	13.36
		GRINDING WHEELS	CORPORATE / PARKS ADMINISTRATION	19.75
		DECORATIONS-PFP HOLIDAY EVENT	CORPORATE / PECK FARM	97.94
		WHEELER WATER LINE PARTS	CORPORATE / PARKS ADMINISTRATION	160.15
		DRIVEWAY MARKERS	CORPORATE / PARKS ADMINISTRATION	26.32
		GALLON OF ALL PURPOSE WASH	CORPORATE / PARKS ADMINISTRATION	5.29
		HOSE CLAMPS	CORPORATE / PARKS ADMINISTRATION	6.00
		PLASTIC PAIL	CORPORATE / PECK FARM	5.98
		MR CLEAN ERASERS, TARP	CORPORATE / PECK FARM	23.61
		PIN FOR KUBOTA PLOW	CORPORATE / PARKS ADMINISTRATION	4.47
			CHECK TOTAL	450.80
72213	MIDWEST SALT	LIQUID PRETREATMENT	CORPORATE / PARKS ADMINISTRATION	199.00
			CHECK TOTAL	199.00
72214	MILL CREEK WRD	WATER/SEWER MC POOL	RECREATION / MILL CREEK POOL	100.54
			CHECK TOTAL	100.54
72215	MUELLERMIST SERVICE CORP.	ANNUAL MAINT SVC-2019	RECREATION / SUNSET POOL	1,213.00
			CHECK TOTAL	1,213.00

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FROM CHECK # 72174 TO CHECK # 72242

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
72216	NATIONAL GYM SUPPLY	LCD TV REPAIRS	RECREATION / SUNSET RACQUETBALL & FITNESS	529.94
			CHECK TOTAL	529.94
72217	NEXT GENERATION, INC	BASKETBALL UNIFORMS-BOYS	RECREATION / BOYS BASKETBALL	1,506.12
		BASKETBALL UNIFORMS-GIRLS	RECREATION / GIRLS BASKETBALL	205.38
		STAFF UNIFORMS-SCC	RECREATION / SUNSET RACQUETBALL & FITNESS	266.00
		STAFF UNIFORMS-SPRC	RECREATION / SPRC	344.00
		BASKETBALL UNIFORMS-BOYS	RECREATION / BOYS BASKETBALL	1,205.60
		BASKETBALL UNIFORMS-GIRLS	RECREATION / GIRLS BASKETBALL	164.40
			CHECK TOTAL	3,691.50
72218	NICOR GAS	NICOR-WHLR MAINT	CORPORATE / PARKS ADMINISTRATION	213.48
		NICOR-GREENHOUSE	CORPORATE / PARKS ADMINISTRATION	197.12
		NICOR-WHLR HUT	CORPORATE / PARKS ADMINISTRATION	44.27
		NICOR-PFP HOUSE	CORPORATE / PECK FARM	77.58
		NICOR-PFP BARN	CORPORATE / PECK FARM	104.43
		NICOR-PFP MAINT	CORPORATE / PECK FARM	105.06
		NICOR-SCC	RECREATION / REC ADMINISTRATION	375.42
		NICOR-SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	112.53
		NICOR-SPRC	RECREATION / SPRC	442.99
		NICOR-PH38	RECREATION / PLAYHOUSE 38	20.78
		NICOR-POOL	RECREATION / SUNSET POOL	260.69
		NICOR-MC POOL	RECREATION / MILL CREEK POOL	221.94
			CHECK TOTAL	2,176.29
72219	NOVA COMMUNICATIONS, INC.	PFP MAIN PHONE LINE REPAIR	RECREATION / REC ADMINISTRATION	184.00
			CHECK TOTAL	184.00
72220	NORTH AMERICAN CORP	SANITATION SPLYS	RECREATION / SUNSET RACQUETBALL & FITNESS	366.38
		SANITATION SPLYS	RECREATION / REC ADMINISTRATION	366.37
		SANITATION SPLYS	RECREATION / SPRC	570.67
			CHECK TOTAL	1,303.42
72221	NUTOYS LEISURE PRODUCTS INC	CABLES FOR CLIMBER	CORPORATE / PARKS ADMINISTRATION	124.36
			CHECK TOTAL	124.36
72222	OAK FOREST PARK DISTRICT	IPDDC MEET-OAK FOREST PD 2/10	RECREATION / CHEERLEADING	180.00
		IPDDC MEET-OAK FOREST PD 2/10	RECREATION / SUNSET DANCE COMPANY	367.00
			CHECK TOTAL	547.00

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FROM CHECK # 72174 TO CHECK # 72242

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
72223	OFFICE DEPOT BUSINESS CREDIT	FRONT DESK PRINTER CARTRIDGE	RECREATION / REC ADMINISTRATION	120.89
		LABELS, MARKERS, CALENDAR, TAPE	RECREATION / REC ADMINISTRATION	121.43
		COLOR PRINTER CARTRIDGE	RECREATION / REC ADMINISTRATION	162.98
		COLOR PRINTER CARTRIDGE	CORPORATE / PECK FARM	184.98
		BROTHER PRINTER-PRINT 11X17	CORPORATE / PARKS ADMINISTRATION	236.19
		1' BINDERS FOR CLASS	CORPORATE / LEARN FROM THE EXPERTS	98.85
		FRONT DESK PRINTER CARTRIDGE	RECREATION / SUNSET RACQUETBALL & FITNESS	120.89
		LABELS	RECREATION / SUNSET RACQUETBALL & FITNESS	26.99
		LABELS, STAMPER	RECREATION / SPRC	74.47
			CHECK TOTAL	1,147.67
72224	PDRMA	PDRMA QTRLY LIABILITY INS	LIABILITY INSURANCE / LIABILITY INSURANCE	39,768.36
		PDRMA HEALTH INSURANCE	CORPORATE / PARKS ADMINISTRATION	23,416.98
		PDRMA HEALTH INSURANCE	RECREATION / REC ADMINISTRATION	23,322.62
		PDRMA LIFE INSURANCE	CORPORATE / ADMINISTRATIVE	154.50
			CHECK TOTAL	86,662.46
72225	CASH	IPRA CONFERENCE TRAVEL STIPEND	CORPORATE / PARKS ADMINISTRATION	441.00
		IPRA CONFERENCE TRAVEL STIPEND	RECREATION / REC ADMINISTRATION	1,543.00
			CHECK TOTAL	1,984.00
72226	POWER SYSTEMS	HANGING MATS	RECREATION / EXERCISE & AEROBICS	135.76
			CHECK TOTAL	135.76
72227	PRIORITY PRODUCTS	PLAYGROUND HARDWARE	CORPORATE / PARKS ADMINISTRATION	6.19
			CHECK TOTAL	6.19
72228	RIVER CITY LACROSSE LLC	SPRING CLASSES-INSTR FEE	RECREATION / LACROSSE	5,030.00
			CHECK TOTAL	5,030.00
72229	R.J. O'NEIL, INC.	HVAC REPAIRS	RECREATION / SPRC	372.07
			CHECK TOTAL	372.07
72230	SESAC INC.	2019 MUSIC LICENSE	RECREATION / REC ADMINISTRATION	438.00
			CHECK TOTAL	438.00
72231	SHAW MEDIA	FRONT PAGE ADVERTISING	RECREATION / PUBLIC INFORMATION	199.00
		LEGAL NOTICE-PARK BONDS	CORPORATE / PARKS ADMINISTRATION	37.67

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
72231	SHAW MEDIA	LEGAL NOTICE-PARK BONDS	RECREATION / REC ADMINISTRATION	37.67
			CHECK TOTAL	274.34
72232	STEVENS STREET PROPERTIES	PH38 MONTHLY RENTAL FEE	RECREATION / PLAYHOUSE 38	1,697.00
		PH38 MONTHLY STORAGE FEE	RECREATION / PLAYHOUSE 38	300.00
			CHECK TOTAL	1,997.00
72233	SUNSHINE CLEANING SERVICE	PFP HOUSE MONTHLY CLNING SVC	CORPORATE / PECK FARM	690.00
			CHECK TOTAL	690.00
72234	ASHLEY SYLVESTER	ENTERTAINER DEPOSIT	RECREATION / JUST DAD 'N ME	300.00
			CHECK TOTAL	300.00
72235	BUMPER TO BUMPER	WIPER SWITCH	CORPORATE / PARKS ADMINISTRATION	42.79
		MOTOR OIL	CORPORATE / PARKS ADMINISTRATION	33.48
		LICENSE PLATE LIGHT	CORPORATE / PARKS ADMINISTRATION	6.53
		SPARK PLUGS	CORPORATE / PARKS ADMINISTRATION	17.52
		LATEX GLOVES	CORPORATE / PARKS ADMINISTRATION	12.69
			CHECK TOTAL	113.01
72236	T.J. OFFICIAL FINDERS	OFFICIALS 11/18-12/16	RECREATION / SPRC ADULT LEAGUES	744.00
		OFFICIALS 11/13-12/19	RECREATION / SPRC ADULT LEAGUES	780.00
		SCOREKEEPERS 11/13-12/19	RECREATION / SPRC ADULT LEAGUES	468.00
			CHECK TOTAL	1,992.00
72237	TONY & FRIENDS ART STUDIO	WINTER BREAK WKSH 12/27,12/28	RECREATION / YOUTH	172.00
		WINTER BREAK WKSHOP 12/28	RECREATION / YOUTH	86.00
			CHECK TOTAL	258.00
72238	U.S. POSTAL SERVICE	BULK PERMIT FEE #681	RECREATION / PUBLIC INFORMATION	225.00
			CHECK TOTAL	225.00
72239	FRANK VAN AELST & ASSOC INC	MONTHLY ACCOUNTING SVC	RECREATION / REC ADMINISTRATION	410.00
		MONTHLY ACCOUNTING SVC	CORPORATE / PARKS ADMINISTRATION	410.00
			CHECK TOTAL	820.00
72240	WATER PRODUCTS-AURORA	ICE RINK PUMP AND PARTS	CORPORATE / PARKS ADMINISTRATION	1,480.81
			CHECK TOTAL	1,480.81

DATE: 01/18/19
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GENEVA PARK DISTRICT
WARRANT NUMBER 011819

PAGE: 9

FROM CHECK # 72174 TO CHECK # 72242

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
72241	WEE HEART MUSIC, INC.	FALL TODDLER CLASS INSTR FEE	RECREATION / TODDLERS	1,258.60
			CHECK TOTAL	1,258.60
72242	WESTERNETTES BATON TEAM	IPDDC PD COMPETITION 3/9-CHEER	RECREATION / CHEERLEADING	321.00
			CHECK TOTAL	321.00
			WARRANT TOTAL	154,053.11

Geneva Park District Board Meeting

Superintendent of Finance and Personnel Report

Submitted by Christy Powell

January 21, 2019

Monthly Reports

Attached are the December Investment Report, Revenue & Expenditure Reports and quarterly debt service reports for your review.

BINA Hearing and BINA Resolution, Series 2019 Limited Bond Issue (#2019-01)

Before the regularly scheduled meeting begins, there will be a public hearing at 7:00pm to discuss the non-referendum limited bonds. The purpose of the hearing will be to receive public comments on the proposed sale in the amount of \$1.65M to fund various capital projects. Possible capital projects include: Sunset Community Center HVAC and Roof Replacement, Wheeler Maintenance Roof Replacement, Peck Farm Trail Expansion, Playground & Equipment Replacement, Vehicles & Equipment, Building Improvements, Parking Lot Repairs, Park Trail Improvements, etc.

After the hearing, during our regularly scheduled board meeting, the BINA Resolution, which is included in your packets, will need to be approved. The BINA Resolution is a declaration of the intention of the Park District to issue \$1.65 million in non-referendum limited bonds.

Below is a timeline that shows the various steps, some of which have already been completed, for the issuance of the bonds.

1. Bond Hearing Notice, Kane County Chronicle, December 27, 2018
2. BINA Hearing- at Regular Board Meeting, January 21, 2019
3. BINA Resolution- approved at Regular Board Meeting, January 21, 2019
3. Sale of Bonds, approximately \$1.65 million, February 18, 2019
4. Passage of Bond Ordinance, at Regular Board Meeting, February 18, 2019

Debt Service

Debt Service payments of \$2,838,877 were made in the month of December for the Districts various General Obligation and Alternative Revenue Bond issues. Of this amount, corporate bond payments totaled approximately \$2M and bond and interest fund payments totaled approximately \$800k.

2018 Loss Control Award

The District once again received a \$1500 award check from PDRMA for achieving accreditation in the Loss Control Review Process. These funds will be placed in the Liability Fund to offset liability costs.

GENEVA PARK DISTRICT
INVESTMENTS
December 31, 2018

Blended Rate

2.07%

General Account

Checking Account	Harris Bank Checking	\$	451,586.00	1.73%
MM Acct.	Harris Bank Money Market	\$	984,389.00	2.28%
		\$	1,435,975.00	

Upcoming Bond Payments:

Rec 2014	6/15/19	\$	82,133
Ltd B&I 2017		\$	-
Debt Certificate	2/1/19	\$	117,646
Corp 2010	6/15/19	\$	11,625
Total		\$	211,404

CD MBS	7 mos	First Business Bank	\$	150,000.00	2.10%	01/28/19
CD MBS	4 mos	ZB National Association	\$	100,000.00	2.15%	02/19/19
CD MBS	9 mos	Synchrony Bank	\$	150,000.00	2.25%	03/29/19
CD MBS	18 mos	Goldman Sachs USA	\$	245,000.00	1.60%	04/11/19
CD MBS	7 mos	Bank Ozk	\$	100,000.00	2.25%	05/20/19
CD MBS	8 mos	Capital One Bk	\$	100,000.00	2.30%	06/07/19
CD	12 mos	State Bank of Geneva	\$	33,050.29	2.30%	06/09/19
CD MBS	9 mos	Sallie mae Bk, UT	\$	240,000.00	2.35%	07/17/19
CD MBS	10 mos	Israel Discount Bk of NY	\$	100,000.00	2.40%	08/19/19
CD MBS	11 mos	Comenity Cap Bk, UT	\$	125,000.00	2.47%	09/26/19
CD MBS	12 mos	First Technology Fed CU	\$	100,000.00	2.75%	10/17/19
CD MBS	12 mos	Affinity Federal CU	\$	240,000.00	2.90%	11/15/19
CD MBS	12 mos	Parkway Bank & Trust	\$	100,000.00	2.80%	12/20/19
IPDLAF		IPDLAF	\$	10,109.08	2.18%	
IMET		Convenience Fund		2,125,342.56	2.21%	
IMET		1-3 Year Fund		553,991.86	0.55%	
		TOTAL	\$	4,472,493.79		
		Grand Total General	\$	5,908,468.79		

Construction Account

Harris Checking	Harris Bank Checking	\$	126,668.00	1.73%
Harris MM	Harris Money Market	\$	680,947.00	2.28%
		\$	807,615.00	

CBA		Harris Trust & Savings Bank	\$	854,000.00	0.00%	Compensating Balance Account
GPD Bonds		S2017 Limited Bonds	\$	-	1.47%	12/15/18
CD		State Bank of Geneva	\$	45,157.95	2.30%	06/09/19
CD	12 mos.	MB Financial	\$	104,595.41	3.00%	06/27/19
IPDLAF		IPDLAF	\$	4,258.00	2.18%	n/a
IMET		Convenience Fund		1,588,492.00	2.21%	n/a
IMET		1-3 Year Fund		209,724.47	0.55%	
		SUBTOTAL	\$	2,806,227.83		
		Grand Total Construction	\$	3,613,842.83		

GPD/GSD304 Western Ave. Gym

CD	21 mo	U.S. Bank	\$	135,310.52	1.50%	05/14/19
		GPD Portion of CD	\$	67,655.26		

GPD/GSD304 Harrison St. Gym

CD	21 mo	U.S. Bank	\$	87,228.67	1.50%	05/14/19
		GPD Portion of CD	\$	43,614.34		

Notes: All investments are fully collateralized (>110%) and/or covered by FDIC and/or invested in fully guaranteed US Back Government Securities per the Park District's Investment Policy.

**Geneva Park District
Revenue and Expenditure Report
For December 31, 2018**

Monthly % of Annual Budget

67%

	Dec Actual	YTD Actual	Annual Budget	% of Budget	
GENERAL FUND REVENUES					
Real Estate Taxes	\$ -	\$ 3,765,307	\$ 3,700,000	102%	(a)
Replacement Taxes	1,175	18,638	25,000	75%	
Investment Income	6,812	49,470	20,000	247%	
Reimbursements	512	4,046	7,000	58%	
Rentals & Leases	-	3,800	3,000	127%	
Peck Farm Receipts	326	18,872	23,000	82%	
Camp Coyote- Peck Farm Camp	-	38,284	23,000	166%	(b)
Camp Adventure - Peck Farm Camp	-	11,632	14,000	83%	(b)
Birthday Parties- Peck Farm	-	4,445	8,000	56%	
Learn from the Experts- Peck Farm	370	2,159	9,000	24%	
Peck Farm General Programs	2,378	5,175	12,000	43%	
Community Garden	-	3,804	5,500	69%	
Peck Farm School/Scout Groups	-	5,804	7,500	77%	
Total Revenues	\$ 11,573	\$ 3,931,436	\$ 3,857,000	102%	
GENERAL FUND EXPENDITURES					
Administration	\$ 1,514,698	\$ 2,895,054	\$ 3,699,700	78%	(c)
Peck Farm	4,132	70,806	105,600	67%	
Camp Coyote- Peck Farm Camp	-	18,636	15,800	118%	
Camp Adventure- Peck Farm Camp	-	8,833	9,000	98%	
Birthday Parties- Peck Farm	107	1,522	3,000	51%	
Learn from the Experts- Peck Farm	-	759	7,000	11%	
Peck Farm General Programs	1,880	(302)	2,800	-11%	
Community Garden	553	4,017	3,800	106%	
Peck Farm School/Scout Groups	62	558	600	93%	
Moore Spray Park	98	7,948	9,700	82%	
Total Expenditures	\$ 1,521,531	\$ 3,007,831	\$ 3,857,000	78%	
Total General Fund Net Surplus (Deficit)	\$ (1,509,958)	\$ 923,605	\$ -	n/a	

**Geneva Park District
Revenue and Expenditure Report
For December 31, 2018**

Monthly % of Annual Budget

67%

	Dec Actual	YTD Actual	Annual Budget	% of Budget	
RECREATION FUND REVENUES					
Real Estate Taxes	\$ -	\$ 1,543,850	\$ 1,500,000	103%	(a)
Replacement Taxes	1,175	18,638	25,000	75%	
Investment Income	6,812	49,480	20,000	247%	
Public Information- Advertising & Sponsorships	1,350	12,710	13,000	98%	
Community Center Rentals	405	4,971	9,000	55%	
General Recreation	39,776	144,308	244,000	59%	
Playhouse 38	2,455	57,545	72,700	79%	
Preschool/ Toddler	40,742	210,113	339,000	62%	(d)
Active Older Adults	1,002	14,158	18,750	76%	
Dance	31,629	95,061	115,800	82%	
Camps	-	348,722	344,000	101%	(b)
Contracted & Co-op	2,350	10,156	18,200	56%	
Special Events	4,241	43,644	72,450	60%	
Tennis	-	13,657	16,000	85%	
Tumbling/ Gymnastics/Cheerleading	18,805	105,384	164,500	64%	
Baseball/ Softball	5,393	56,979	61,500	93%	
General Athletics	53,421	314,944	378,700	83%	
Sunset Racquetball & Fitness	17,016	125,173	199,025	63%	
Pool	150	611,821	570,400	107%	(e)
Mini Golf	-	87,494	96,500	91%	
After School Programs	122,790	610,963	795,500	77%	(f)
Scholarships	-	-	7,000	0%	(g)
SPRC	69,111	411,849	654,300	63%	
Total Revenues	\$ 418,622	\$ 4,891,619	\$ 5,735,325	85%	
RECREATION FUND EXPENDITURES					
Administration	\$ 804,715	\$ 1,655,033	\$ 2,266,598	73%	(c)
Public Information	20,426	81,606	135,300	60%	
Community Center Rentals	-	665	1,500	44%	
General Recreation	10,868	69,989	129,375	54%	
Playhouse 38	6,518	53,384	66,150	81%	
Preschool/ Toddler	22,858	188,401	306,750	61%	
Active Older Adults	1,368	11,842	14,200	83%	
Dance	5,679	34,363	57,800	59%	
Camps	8,774	220,477	267,750	82%	
Contracted & Co-op	200	2,399	13,600	18%	
Special Events	5,273	27,682	51,550	54%	
Tennis	-	9,218	11,000	84%	
Tumbling/ Gymnastics/Cheerleading	7,553	81,924	119,765	68%	
Baseball/ Softball	116	21,893	24,500	89%	
General Athletics	20,348	118,166	247,075	48%	
Ice Rinks	-	-	1,000	0%	
Gymnasiums	1,065	8,748	41,400	21%	
Sunset Racquetball & Fitness	10,725	97,453	133,362	73%	
Pool	2,553	520,436	543,900	96%	
Mini Golf	57	34,205	36,800	93%	
After School Programs	54,514	332,284	733,400	45%	
Scholarships	-	4,902	7,000	70%	(g)
SPRC	38,269	336,232	525,550	64%	
Total Expenditures	\$ 1,021,878	\$ 3,911,300	\$ 5,735,325	68%	
Total Recreation Fund Net Surplus (Deficit)	\$ (603,256)	\$ 980,319	\$ -	n/a	

Geneva Park District
Revenue and Expenditure Report
For December 31, 2018

Monthly % of Annual Budget

67%

	Dec Actual	YTD Actual	Annual Budget	% of Budget	
LIABILITY FUND REVENUES					
Real Estate Taxes	\$ -	\$ 149,009	\$ 146,250	102%	(a)
Replacement Taxes	188	2,982	4,000	75%	
Investment Income	21	167	250	67%	
PDRMA Reimbursements	-	-	1,500	0%	
Transfer from Fund Balance	-	-	26,000	0%	
Total Revenues	\$ 209	\$ 152,157	\$ 178,000	85%	
LIABILITY FUND EXPENDITURES					
Liability Insurance	\$ -	\$ 79,537	\$ 163,000	49%	(h)
State Unemployment	-	-	15,000	0%	
Total Expenditures	\$ -	\$ 79,537	\$ 178,000	45%	
Total Liability Fund Net Surplus (Deficit)	\$ 209	\$ 72,621	\$ -	n/a	

IMRF FUND REVENUES					
Real Estate Taxes	\$ -	\$ 254,876	\$ 250,500	102%	(a)
Replacement Taxes	658	10,437	14,000	75%	
Investment Income	125	1,000	1,500	67%	
Transfer from Recreation Programs & Fund Balance	-	-	39,000	0%	
Total Revenues	\$ 783	\$ 266,313	\$ 305,000	87%	
IMRF FUND EXPENDITURES					
IMRF Expense	\$ 23,582	\$ 201,462	\$ 305,000	66%	
Total Expenditures	\$ 23,582	\$ 201,462	\$ 305,000	66%	
Total IMRF Fund Net Surplus (Deficit)	\$ (22,799)	\$ 64,852	\$ -	n/a	

AUDIT FUND REVENUES					
Real Estate Taxes	\$ -	\$ 7,855	\$ 7,700	102%	(a)
Replacement Taxes	\$ 141	\$ 2,237	\$ 3,000	75%	
Transfer from Fund Balance	-	-	2,400	n/a	
Total Revenues	\$ 141	\$ 10,091	\$ 13,100	77%	
AUDIT FUND EXPENDITURES					
Audit Expense	\$ -	\$ 13,100	\$ 13,100	100%	
Total Expenditures	\$ -	\$ 13,100	\$ 13,100	100%	
Total Audit Fund Net Surplus (Deficit)	\$ 141	\$ (3,009)	\$ -	n/a	

SOCIAL SECURITY FUND REVENUES					
Real Estate Taxes	\$ -	\$ 240,158	\$ 233,000	103%	(a)
Replacement Taxes	611	9,692	13,000	75%	
Investment Income	208	1,667	2,500	67%	
Transfer from Recreation Programs	-	-	25,000	0%	
Transfer from Fund Balance	-	-	51,500	0%	
Total Revenues	\$ 819	\$ 251,516	\$ 325,000	77%	
SOCIAL SECURITY FUND EXPENDITURES					
FICA/ Medicare	\$ 21,563	\$ 231,463	\$ 325,000	71%	
Total Expenditures	\$ 21,563	\$ 231,463	\$ 325,000	71%	
Total Social Security Fund Net Surplus (Deficit)	\$ (20,744)	\$ 20,053	\$ -	n/a	

Geneva Park District
Revenue and Expenditure Report
For December 31, 2018

Monthly % of Annual Budget

67%

	Dec Actual	YTD Actual	Annual Budget	% of Budget
FVSRA FUND REVENUES				
Real Estate Taxes	\$ -	\$ 569,351	\$ 560,000	102% (a)
Total Revenues	\$ -	\$ 569,351	\$ 560,000	102%
FVSRA FUND EXPENDITURES				
Contractual Services	\$ 1,703	\$ 31,617	\$ 55,000	57%
ADA Structural Improvements	-	5,456	248,661	2%
FVSRA- Program Payments	-	256,339	256,339	100% (i)
Total Expenditures	\$ 1,703	\$ 293,412	\$ 560,000	52%
Total FVSRA Fund Net Surplus (Deficit)	\$ (1,703)	\$ 275,939	\$ -	n/a
BOND & INTEREST FUND REVENUES				
Real Estate Taxes	\$ -	\$ 811,535	\$ 804,423	101% (a)
Total Revenues	\$ -	\$ 811,535	\$ 804,423	101%
BOND & INTEREST FUND EXPENDITURES				
Bond Payments	\$ 798,479	\$ 804,423	\$ 804,423	100% (j)
Total Expenditures	\$ 798,479	\$ 804,423	\$ 804,423	100%
Total Bond & Interest Fund Net Surplus (Deficit)	\$ (798,479)	\$ 7,112	\$ -	n/a
CONSTRUCTION FUND REVENUES				
Reimbursements	\$ 1,405	\$ 12,940	\$ 50,000	26%
Bond Issue	-	-	1,600,000	0%
Farming Revenue	1,400	1,400	1,000	140%
Grant Revenue	-	-	-	0%
Donations	-	3,500	20,000	18%
Land Cash Revenue	-	108,948	730,000	15%
Investment Income	10,264	44,404	28,000	159%
Audit Transfer	-	-	550,000	0%
Total Revenues	\$ 13,069	\$ 171,192	\$ 2,979,000	6%
CONSTRUCTION FUND EXPENDITURES				
Planning/ Architect/ Engineering	\$ 17,637	\$ 132,617	\$ 147,000	90%
Buildings & Improvements	163,091	657,285	1,398,700	47%
Parks/ Playground Improvements/ Acquisitions	25,924	180,748	915,650	20%
Landscaping & Groundskeeping	-	19,975	50,000	40%
Operating Equipment & Vehicles	1,396	67,432	190,307	35%
Recreation Equipment/ Repairs	-	-	1,000	0%
Emergency Repairs/ Replacements	1,828	23,475	70,841	33%
Total Expenditures	\$ 209,875	\$ 1,081,531	\$ 2,773,498	39%
Total Construction Fund Net Surplus (Deficit)	\$ (196,806)	\$ (910,339)	\$ 205,502	n/a

(a) Majority of real estate taxes are received in the months of June and September.

(b) All camp revenue collected in Mar & Apr of 2018, the prior fiscal year, for camps held in the Summer of 2018 have been accrued and recognized as revenue in May 2018. Likewise, revenue collected in Mar & Apr 2019 will be deferred until FY2019-20.

(c) Includes 100% of the total S2010 and S2014 debt service payments. Without these expenditures administrative expenses are under budget in the corporate fund at 65% and in the recreation fund at 59% of budget.

(d) Program revenue for the Preschool program is received during the school year Sep - May. Whereas expenditures remain level throughout the year.

(e) Pool Membership Pass revenue collected in Mar & Apr of 2018, the prior fiscal year, for Summer 2018 have been accrued and recognized as revenue. Likewise, membership pass revenue collected in Mar & Apr of 2019 will be deferred until FY2019-20.

(f) Revenue for the before and after school program is received during the school year Sep thru Apr.

(g) A large majority of this revenue is received from proceeds from the Harvest Hustle. Expenditures are recorded thru out the year to reflect program expense whereby scholarship participants have participated throughout the year.

(h) Payments for liability insurance are made on a quarterly basis in the months of July, October, January and April

Geneva Park District
Revenue and Expenditure Report
For December 31, 2018

Monthly % of Annual Budget 67%

	Dec Actual	YTD Actual	Annual Budget	% of Budget
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- (i) FVSRA payments are scheduled to be made in the months of June and November.
- (j) Bond payments are made in the months of June and December.

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GENEVA PARK DISTRICT
DETAILED REVENUE & EXPENSE REPORT
MONTH ACTUAL W/FYTD AND FY BUDGET W/VARIANCE

PAGE: 1
F-YR: 19

FUND: RECREATION
FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
PLAYHOUSE 38					
REVENUES					
RECEIPTS					
02-2313-4-0000-11	PROGRAM FEES	150.00	30,578.67	35,000.00	4,421.3
02-2313-4-0000-23	TICKET SALES	2,235.00	24,239.00	32,500.00	8,261.0
02-2313-4-0000-39	SPONSORSHIP / ADVERTISING FEES	0.00	0.00	2,000.00	2,000.0
02-2313-4-0000-77	CONCESSIONS	70.00	2,727.69	3,200.00	472.3
TOTAL RECEIPTS		2,455.00	57,545.36	72,700.00	15,154.64
SALARIES & WAGES					
02-2313-5-0000-10	SALARIES & WAGES	3,306.50	21,079.28	24,000.00	2,920.7
TOTAL SALARIES & WAGES		3,306.50	21,079.28	24,000.00	2,920.72
CONTRACTUAL SERVICES					
02-2313-6-0000-05	WATER & SEWER	0.00	0.00	0.00	0.0
02-2313-6-0000-06	NATURAL GAS	77.04	272.69	700.00	427.3
02-2313-6-0000-07	ELECTRIC	70.00	898.37	1,500.00	601.6
02-2313-6-0000-09	ADVERTISING & PRINTING	0.00	0.00	800.00	800.0
02-2313-6-0000-11	PROFESSIONAL SERVICES	69.95	4,483.45	9,000.00	4,516.5
02-2313-6-0000-12	RENTAL FEES	1,997.00	17,973.00	22,000.00	4,027.0
TOTAL CONTRACTUAL SERVICES		2,213.99	23,627.51	34,000.00	10,372.49
COMMODITIES					
02-2313-7-0000-01	OFFICE SUPPLIES	0.00	0.00	100.00	100.0
02-2313-7-0000-18	CLOTHING	0.00	0.00	150.00	150.0
02-2313-7-0000-25	PROGRAM OPERATING SUPPLIES	997.40	7,322.01	6,500.00	(822.0
02-2313-7-0000-28	CONCESSION SUPPLIES	0.00	1,355.45	1,400.00	44.5
TOTAL COMMODITIES		997.40	8,677.46	8,150.00	(527.46
MAINTENANCE / CAPITAL					
02-2313-8-0000-23	EQUIPMENT	0.00	0.00	0.00	0.0
TOTAL MAINTENANCE / CAPITAL		0.00	0.00	0.00	0.00
EXPENSES					
DEPT. SUMMARY:					
TOTAL REVENUE		2,455.00	57,545.36	72,700.00	15,154.64
TOTAL EXPENSE		6,517.89	53,384.25	66,150.00	12,765.75
NET SURPLUS(DEFICIT)		(4,062.89)	4,161.11	6,550.00	2,388.89

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GENEVA PARK DISTRICT
DETAILED REVENUE & EXPENSE REPORT
MONTH ACTUAL W/FYTD AND FY BUDGET W/VARIANCE

PAGE: 2
F-YR: 19

FUND: RECREATION
FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

TOTAL FUND REVENUES		2,455.00	57,545.36	72,700.00	15,154.64
TOTAL FUND EXPENSES		6,517.89	53,384.25	66,150.00	12,765.75
FUND SURPLUS (DEFICIT)		(4,062.89)	4,161.11	6,550.00	2,388.89

GENEVA PARK DISTRICT
SUMMARIZED REVENUE & EXPENSE REPORT

FUND: CORPORATE
FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

PARKS ADMINISTRATION					
REVENUES					
	RECEIPTS	11,572	3,931,435	3,857,000	(74,435)
EXPENSES					
	SALARIES / WAGES	110,356	1,090,537	1,495,000	404,462
	CONTRACTUAL SERVICES	36,746	296,343	537,800	241,456
	COMMODITIES	3,016	64,684	111,750	47,065
	MAINTENANCE / CAPITAL INVEST.	1,371,411	1,556,264	1,712,450	156,185
	TOTAL EXPENSES: PARKS ADMINISTRATION	1,521,530	3,007,830	3,857,000	849,169

	NET SURPLUS(DEFICIT)	(1,509,958)	923,604	0	(923,604)

	TOTAL FUND REVENUES	11,572	3,931,435	3,857,000	(74,435)
	TOTAL FUND EXPENSES	1,521,530	3,007,830	3,857,000	849,169
	SURPLUS (DEFICIT)	(1,509,958)	923,604	0	(923,604)

FUND: RECREATION

ADMINISTRATIVE/OPERATIONS					
REVENUES					
	RECEIPTS	9,336	1,624,677	1,558,000	(66,677)
EXPENSES					
	SALARIES / WAGES	60,653	508,056	773,000	264,943
	CONTRACTUAL SERVICES	65,354	355,423	670,300	314,876
	COMMODITIES	1,283	14,371	22,500	8,128
	MAINTENANCE / CAPITAL INVEST.	697,849	858,787	936,098	77,310
	TOTAL EXPENSES: ADMINISTRATIVE/OPERATIONS	825,140	1,736,638	2,401,898	665,259

	NET SURPLUS(DEFICIT)	(815,803)	(111,960)	(843,898)	(731,937)

COMMUNITY CENTER RENTALS					
REVENUES					
	RECEIPTS	405	4,971	9,000	4,028
EXPENSES					
	SALARIES / WAGES	0	665	1,500	834
	CONTRACTUAL SERVICES	0	0	0	0
	TOTAL EXPENSES: COMMUNITY CENTER RENTALS	0	665	1,500	834

	NET SURPLUS(DEFICIT)	405	4,305	7,500	3,194

GENERAL RECREATION					
REVENUES					
	RECEIPTS	42,231	201,853	316,700	114,846
EXPENSES					
	SALARIES / WAGES	9,631	72,697	120,700	48,002

FUND: RECREATION
 FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

GENERAL RECREATION					
CONTRACTUAL SERVICES		6,165	39,775	61,700	21,924
COMMODITIES		1,588	10,900	13,125	2,224
MAINTENANCE / CAPITAL INVEST.		0	0	0	0
TOTAL EXPENSES: GENERAL RECREATION		17,385	123,373	195,525	72,151

NET SURPLUS(DEFICIT)		24,845	78,480	121,175	42,694

PRESCHOOL					
REVENUES					
RECEIPTS		40,742	210,112	339,000	128,887
EXPENSES					
SALARIES / WAGES		20,682	169,990	270,000	100,009
CONTRACTUAL SERVICES		1,950	12,200	28,750	16,549
COMMODITIES		224	5,963	7,300	1,336
MAINTENANCE / CAPITAL INVEST.		0	246	700	453
TOTAL EXPENSES: PRESCHOOL		22,857	188,401	306,750	118,348

NET SURPLUS(DEFICIT)		17,884	21,711	32,250	10,538

ACTIVE OLDER ADULTS					
REVENUES					
RECEIPTS		1,002	14,158	18,750	4,591
EXPENSES					
SALARIES / WAGES		510	4,650	6,300	1,650
CONTRACTUAL SERVICES		812	6,801	7,100	298
COMMODITIES		44	389	800	410
TOTAL EXPENSES: ACTIVE OLDER ADULTS		1,367	11,841	14,200	2,358

NET SURPLUS(DEFICIT)		(365)	2,316	4,550	2,233

DANCE					
REVENUES					
RECEIPTS		31,628	95,061	115,800	20,738
EXPENSES					
SALARIES / WAGES		3,342	19,921	31,700	11,778
CONTRACTUAL SERVICES		0	1,263	5,600	4,336
COMMODITIES		2,336	13,178	20,500	7,321
TOTAL EXPENSES: DANCE		5,679	34,363	57,800	23,436

NET SURPLUS(DEFICIT)		25,949	60,698	58,000	(2,698)

CAMPS					
REVENUES					
RECEIPTS		0	348,722	344,000	(4,722)
EXPENSES					

FUND: RECREATION
 FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	\$ REMAINING

CAMPS					
	SALARIES / WAGES	1,211	171,460	196,000	24,539
	CONTRACTUAL SERVICES	7,562	38,754	58,900	20,145
	COMMODITIES	0	10,261	12,850	2,588
	TOTAL EXPENSES: CAMPS	8,773	220,477	267,750	47,272
	NET SURPLUS(DEFICIT)	(8,773)	128,244	76,250	(51,994)

CONTRACTED					
	REVENUES				
	RECEIPTS	2,200	9,847	13,200	3,352
	EXPENSES				
	CONTRACTUAL SERVICES	0	1,617	9,200	7,583
	NET SURPLUS(DEFICIT)	2,200	8,230	4,000	(4,230)

CO-OPS					
	REVENUES				
	RECEIPTS	150	308	5,000	4,692
	RECEIPTS	150	308	5,000	4,692
	EXPENSES				
	CONTRACTUAL SERVICES	200	782	4,400	3,617
	TOTAL EXPENSES: CO-OPS	200	782	4,400	3,617
	NET SURPLUS(DEFICIT)	(50)	(474)	600	1,074

SPECIAL EVENTS					
	REVENUES				
	RECEIPTS	4,241	43,644	72,450	28,805
	RECEIPTS	4,241	43,644	72,450	28,805
	EXPENSES				
	SALARIES / WAGES	360	360	1,950	1,590
	CONTRACTUAL SERVICES	0	12,576	17,300	4,723
	COMMODITIES	4,913	14,745	31,100	16,354
	--- UNDEFINED CODE ---	0	0	1,200	0
	NET SURPLUS(DEFICIT)	(1,032)	15,962	20,900	4,937

TENNIS					
	REVENUES				
	RECEIPTS	0	13,657	16,000	2,343
	RECEIPTS	0	13,657	16,000	2,343
	EXPENSES				

FUND: RECREATION
 FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

TENNIS					
	SALARIES / WAGES	0	0	0	0
	CONTRACTUAL SERVICES	0	9,217	11,000	1,782
	TOTAL EXPENSES: TENNIS	0	9,217	11,000	1,782

	NET SURPLUS(DEFICIT)	0	4,439	5,000	560
GYMNASTICS/TUMBLING					
	REVENUES				
	RECEIPTS	18,804	105,383	164,500	59,116
	RECEIPTS	18,804	105,383	164,500	59,116
	EXPENSES				
	SALARIES / WAGES	6,018	73,237	102,315	29,077
	CONTRACTUAL SERVICES	0	5,290	12,400	7,109
	COMMODITIES	1,534	3,395	4,050	654
	MAINTENANCE / CAPITAL INVEST.	0	0	1,000	0
	TOTAL EXPENSES: GYMNASTICS/TUMBLING	7,553	81,923	119,765	37,841

	NET SURPLUS(DEFICIT)	11,251	23,460	44,735	21,274
BASEBALL & SOFTBALL					
	REVENUES				
	RECEIPTS	5,392	56,978	61,500	4,521
	RECEIPTS	5,392	56,978	61,500	4,521
	EXPENSES				
	SALARIES / WAGES	0	3,067	3,500	433
	CONTRACTUAL SERVICES	115	9,500	10,400	899
	COMMODITIES	0	9,324	10,600	1,275
	EQUIPMENT REPAIR	0	0	0	0
	TOTAL EXPENSES: BASEBALL & SOFTBALL	115	21,892	24,500	2,607

	NET SURPLUS(DEFICIT)	5,276	35,085	37,000	1,914
GENERAL ATHLETICS					
	REVENUES				
	RECEIPTS	53,421	314,943	378,700	63,756
	RECEIPTS	53,421	314,943	378,700	63,756
	EXPENSES				
	SALARIES / WAGES	1,099	14,773	51,025	36,251
	CONTRACTUAL SERVICES	18,986	102,563	188,850	86,286

FUND: RECREATION
 FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

GENERAL ATHLETICS					
COMMODITIES		262	828	7,200	6,371
TOTAL EXPENSES: GENERAL ATHLETICS		20,348	118,165	247,075	128,909
NET SURPLUS(DEFICIT)		33,072	196,778	131,625	(65,153)

ICE RINKS					
EXPENSES					
SALARIES / WAGES		0	0	1,000	0
COMMODITIES		0	0	0	0
TOTAL EXPENSES: ICE RINKS		0	0	1,000	0
NET SURPLUS(DEFICIT)		0	0	(1,000)	0

GYMNASIUMS					
EXPENSES					
SALARIES / WAGES		1,065	8,747	19,900	11,152
CONTRACTUAL SERVICES		0	0	21,500	0
TOTAL EXPENSES: GYMNASIUMS		1,065	8,747	41,400	32,652
NET SURPLUS(DEFICIT)		(1,065)	(8,747)	(41,400)	(32,652)

FITNESS CENTER					
REVENUES					
RECEIPTS		17,016	125,172	199,025	73,852
RECEIPTS		17,016	125,172	199,025	73,852
EXPENSES					
SALARIES / WAGES		6,912	64,978	71,800	6,821
CONTRACTUAL SERVICES		2,904	23,083	39,502	16,418
COMMODITIES		359	5,825	12,060	6,234
MAINTENANCE / CAPITAL INVEST.		547	3,565	10,000	6,434
TOTAL EXPENSES: FITNESS CENTER		10,724	97,453	133,362	35,908
NET SURPLUS(DEFICIT)		6,291	27,719	65,663	37,943

POOL					
REVENUES					
RECEIPTS		150	611,820	570,400	(41,420)
RECEIPTS		150	611,820	570,400	(41,420)
EXPENSES					
SALARIES / WAGES		122	339,069	354,650	15,581
CONTRACTUAL SERVICES		2,192	93,123	114,400	21,276

FUND: RECREATION
 FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

POOL					
	COMMODITIES	56	77,036	64,500	(12,536)
	MAINTENANCE / CAPITAL INVEST.	182	11,206	10,350	(856)
	TOTAL EXPENSES: POOL	2,553	520,435	543,900	23,464
	NET SURPLUS(DEFICIT)	(2,403)	91,385	26,500	(64,885)

MINI GOLF					
	REVENUES				
	RECEIPTS	0	87,494	96,500	9,005
	RECEIPTS	0	87,494	96,500	9,005
	EXPENSES				
	SALARIES / WAGES	0	23,055	25,350	2,294
	CONTRACTUAL SERVICES	56	2,616	4,150	1,533
	COMMODITIES	0	8,344	7,000	(1,344)
	MAINTENANCE / CAPITAL INVEST.	0	188	300	111
	TOTAL EXPENSES: MINI GOLF	56	34,205	36,800	2,594
	NET SURPLUS(DEFICIT)	(56)	53,289	59,700	6,410

AFTER SCHOOL PROGRAMS					
	REVENUES				
	RECEIPTS	122,789	610,962	802,500	191,537
	RECEIPTS	122,789	610,962	802,500	191,537
	EXPENSES				
	SALARIES/WAGES	39,839	234,090	373,000	138,910
	CONTRACTUAL SERVICES	12,870	75,371	318,000	242,628
	COMMODITIES	1,804	22,300	40,000	17,699
	MAINTENANCE/CAPITAL INVESTMTS	0	5,424	9,400	3,975
	TOTAL EXPENSES: AFTER SCHOOL PROGRAMS	54,514	337,185	740,400	403,214
	NET SURPLUS(DEFICIT)	68,275	273,776	62,100	(211,676)

UNDEFINED GROUP					
	REVENUES				
	RECEIPTS	69,110	411,849	654,300	242,450
	RECEIPTS	69,110	411,849	654,300	242,450
	EXPENSES				
	SALARIES/ WAGES	23,853	210,456	322,300	111,843
	CONTRACTUAL SERVICES	11,274	101,588	163,000	61,411

FUND: RECREATION
FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

UNDEFINED GROUP					
	COMMODITIES	1,723	17,087	25,750	8,662
	MAINTENANCE/ CAPITAL INVEST.	1,418	7,100	14,500	7,399
	TOTAL EXPENSES: UNDEFINED GROUP	38,269	336,231	525,550	189,318

	NET SURPLUS(DEFICIT)	30,841	75,617	128,750	53,132

	TOTAL FUND REVENUES	418,621	4,891,619	5,735,325	843,705
	TOTAL FUND EXPENSES	1,021,878	3,911,300	5,735,325	1,824,024
	SURPLUS (DEFICIT)	(603,256)	980,318	0	(980,318)

FUND: LIABILITY INSURANCE

LIABILITY INSURANCE					
REVENUES					
	RECEIPTS	208	152,157	178,000	25,842
	RECEIPTS	208	152,157	178,000	25,842
EXPENSES					
	SPECIAL FUND EXPENSE	0	79,536	178,000	98,463
	TOTAL EXPENSES: LIABILITY INSURANCE	0	79,536	178,000	98,463

	NET SURPLUS(DEFICIT)	208	72,620	0	(72,620)

	TOTAL FUND REVENUES	208	152,157	178,000	25,842
	TOTAL FUND EXPENSES	0	79,536	178,000	98,463
	SURPLUS (DEFICIT)	208	72,620	0	(72,620)

FUND: IMRF

IMRF					
REVENUES					
	RECEIPTS	782	266,313	305,000	38,686
	RECEIPTS	782	266,313	305,000	38,686
EXPENSES					
	SPECIAL FUND EXPENSE	23,581	201,461	305,000	103,538
	TOTAL EXPENSES: IMRF	23,581	201,461	305,000	103,538

	NET SURPLUS(DEFICIT)	(22,798)	64,851	0	(64,851)

	TOTAL FUND REVENUES	782	266,313	305,000	38,686
	TOTAL FUND EXPENSES	23,581	201,461	305,000	103,538
	SURPLUS (DEFICIT)	(22,798)	64,851	0	(64,851)

FUND: IMRF
 FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

FUND: AUDIT					
AUDIT					
REVENUES					
RECEIPTS		140	10,091	13,100	3,008
RECEIPTS		140	10,091	13,100	3,008
EXPENSES					
SPECIAL FUND EXPENSE		0	13,100	13,100	0
TOTAL EXPENSES: AUDIT		0	13,100	13,100	0
NET SURPLUS(DEFICIT)		140	(3,008)	0	3,008
TOTAL FUND REVENUES		140	10,091	13,100	3,008
TOTAL FUND EXPENSES		0	13,100	13,100	0
SURPLUS (DEFICIT)		140	(3,008)	0	3,008

FUND: SOCIAL SECURITY

SOCIAL SECURITY					
REVENUES					
RECEIPTS		819	251,516	325,000	73,483
RECEIPTS		819	251,516	325,000	73,483
EXPENSES					
SPECIAL FUND EXPENSE		21,563	231,463	325,000	93,536
TOTAL EXPENSES: SOCIAL SECURITY		21,563	231,463	325,000	93,536
NET SURPLUS(DEFICIT)		(20,743)	20,052	0	(20,052)
TOTAL FUND REVENUES		819	251,516	325,000	73,483
TOTAL FUND EXPENSES		21,563	231,463	325,000	93,536
SURPLUS (DEFICIT)		(20,743)	20,052	0	(20,052)

FUND: SPECIAL RECREATION

SPECIAL RECREATION					
REVENUES					
RECEIPTS		0	569,351	560,000	(9,351)
RECEIPTS		0	569,351	560,000	(9,351)

FUND: SPECIAL RECREATION
 FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

SPECIAL RECREATION					
EXPENSES					
CONTRACTUAL SERVICES		1,703	31,617	55,000	23,382
CAPITAL IMPROVEMENTS		0	5,456	248,661	243,205
SPECIAL FUND EXPENSE		0	256,339	256,339	0
TOTAL EXPENSES: SPECIAL RECREATION		1,703	293,412	560,000	266,587

NET SURPLUS(DEFICIT)		(1,703)	275,938	0	(275,938)

TOTAL FUND REVENUES		0	569,351	560,000	(9,351)
TOTAL FUND EXPENSES		1,703	293,412	560,000	266,587
SURPLUS (DEFICIT)		(1,703)	275,938	0	(275,938)

FUND: BOND AND INTEREST FUND

BOND AND INTEREST					
REVENUES					
RECEIPTS		0	811,535	804,423	(7,112)
RECEIPTS		0	811,535	804,423	(7,112)

EXPENSES					
CONTRACTUAL SERVICES		798,479	804,423	804,423	(0)
TOTAL EXPENSES: BOND AND INTEREST		798,479	804,423	804,423	(0)

NET SURPLUS(DEFICIT)		(798,479)	7,112	0	(7,112)

TOTAL FUND REVENUES		0	811,535	804,423	(7,112)
TOTAL FUND EXPENSES		798,479	804,423	804,423	(0)
SURPLUS (DEFICIT)		(798,479)	7,112	0	(7,112)

FUND: CONSTRUCTION / CAPITAL IMPROV.

PROJECT REVENUE					
REVENUES					
PROJECT REVENUE		13,068	171,191	2,979,000	2,807,808
PROJECT REVENUE		13,068	171,191	2,979,000	2,807,808

NET SURPLUS(DEFICIT)		13,068	171,191	2,979,000	2,807,808

PLANNING/CONSTRUCTION/GRANTS					
EXPENSES					
CONTRACTUAL SERVICES		17,636	132,616	147,000	14,383

FUND: CONSTRUCTION / CAPITAL IMPROV.
 FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
TOTAL EXPENSES: PLANNING/CONSTRUCTION/GRANTS		17,636	132,616	147,000	14,383
NET SURPLUS(DEFICIT)		(17,636)	(132,616)	(147,000)	(14,383)
BUILDINGS & IMPROVEMENTS					
EXPENSES					
CONTRACTUAL SERVICES		163,090	657,284	1,398,700	741,415
TOTAL EXPENSES: BUILDINGS & IMPROVEMENTS		163,090	657,284	1,398,700	741,415
NET SURPLUS(DEFICIT)		(163,090)	(657,284)	(1,398,700)	(741,415)
PARKS/PLAYGROUNDS IMPRV/ACQ					
EXPENSES					
CONTRACTUAL SERVICES		25,923	180,747	915,650	734,902
TOTAL EXPENSES: PARKS/PLAYGROUNDS IMPRV/ACQ		25,923	180,747	915,650	734,902
NET SURPLUS(DEFICIT)		(25,923)	(180,747)	(915,650)	(734,902)
LANDSCAPING & GROUNDSKEEPING					
EXPENSES					
CONTRACTUAL SERVICES		0	19,975	50,000	30,024
TOTAL EXPENSES: LANDSCAPING & GROUNDSKEEPING		0	19,975	50,000	30,024
NET SURPLUS(DEFICIT)		0	(19,975)	(50,000)	(30,024)
OPERATING EQUIP. & VEHICLES					
EXPENSES					
CONTRACTUAL SERVICES		1,395	67,431	190,307	122,875
TOTAL EXPENSES: OPERATING EQUIP. & VEHICLES		1,395	67,431	190,307	122,875
NET SURPLUS(DEFICIT)		(1,395)	(67,431)	(190,307)	(122,875)
RECREATION EQUIP. REPAIRS					
EXPENSES					
CONTRACTUAL SERVICES		0	0	1,000	0
TOTAL EXPENSES: RECREATION EQUIP. REPAIRS		0	0	1,000	0
NET SURPLUS(DEFICIT)		0	0	(1,000)	0
EMERGENCY REPAIRS/REIMB.					
EXPENSES					
CONTRACTUAL SERVICES		1,828	23,475	70,841	47,365
TOTAL EXPENSES: EMERGENCY REPAIRS/REIMB.		1,828	23,475	70,841	47,365
NET SURPLUS(DEFICIT)		(1,828)	(23,475)	(70,841)	(47,365)
TOTAL FUND REVENUES		13,068	171,191	2,979,000	2,807,808
TOTAL FUND EXPENSES		209,875	1,081,530	2,773,498	1,691,967
SURPLUS (DEFICIT)		(196,806)	(910,339)	205,502	1,115,841

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GENEVA PARK DISTRICT
SUMMARIZED REVENUE & EXPENSE REPORT

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FUND: CONSTRUCTION / CAPITAL IMPROV.
FOR 8 PERIODS ENDING DECEMBER 31, 2018

ACCOUNT NUMBER	DESCRIPTION	DECEMBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

Geneva Park District
Debt Service Payment Schedule

Alternative Revenue Bonds

Fiscal Year Ending	Refunded Series 2014		Refunded Series 2010		Total	Increase/(Decrease) Over Prior Year
	Principal	Interest	Principal	Interest		
4/30/2019	600,000	179,265	1,320,000	61,530	2,160,795	12,640
4/30/2020	365,000	164,265	775,000	23,250	1,327,515	(833,280)
4/30/2021	1,080,000	155,140	-	-	1,235,140	(92,375)
4/30/2022	1,005,000	122,740	-	-	1,127,740	(107,400)
4/30/2023	810,000	92,590	-	-	902,590	(225,150)
4/30/2024	790,000	68,290	-	-	858,290	(44,300)
4/30/2025	660,000	44,590	-	-	704,590	(153,700)
4/30/2026	490,000	24,790	-	-	514,790	(189,800)
4/30/2027	300,000	9,600	-	-	309,600	(205,190)
4/30/2028	-	-	-	-	-	(309,600)
Total	6,100,000	861,270	2,095,000	84,780	9,141,050	

Note: Alternative Revenue Bonds are abated annually and paid from the General and Recreation operating budgets.

Purpose: S2014: SPRC

S2010: Swimming Pool, Sunset Community Center

General Obligation Bonds

Fiscal Year Ending	Series Limited		Total	Increase/(Decrease) Over Prior Year
	Principal	Interest		
4/30/2019	792,535	11,888	804,423	(805,793)
4/30/2020	-	-	-	(804,423)
4/30/2021	-	-	-	-
4/30/2022	-	-	-	-
4/30/2023	-	-	-	-
4/30/2024	-	-	-	-
4/30/2025	-	-	-	-
4/30/2026	-	-	-	-
4/30/2027	-	-	-	-
4/30/2028	-	-	-	-
Total	792,535	11,888	804,423	

Note: General Obligation Bonds are paid from the Bond & Interest Fund tax levy.

Purpose: Series Limited: Issued biennially to fund Capital Projects Fund

Geneva Park District, Illinois**General Obligation Refunding Bonds (Alternate Revenue Source), Series 2014**

Final

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
06/25/2014	-	-	-	-	-
12/15/2014	-	-	101,039.03	101,039.03	101,039.03
06/15/2015	-	-	106,982.50	106,982.50	-
12/15/2015	565,000.00	2.000%	106,982.50	671,982.50	778,965.00
06/15/2016	-	-	101,332.50	101,332.50	-
12/15/2016	580,000.00	2.000%	101,332.50	681,332.50	782,665.00
06/15/2017	-	-	95,532.50	95,532.50	-
12/15/2017	590,000.00	2.000%	95,532.50	685,532.50	781,065.00
06/15/2018	-	-	89,632.50	89,632.50	-
12/15/2018	600,000.00	2.500%	89,632.50	689,632.50	779,265.00
06/15/2019	-	-	82,132.50	82,132.50	-
12/15/2019	365,000.00	2.500%	82,132.50	447,132.50	529,265.00
06/15/2020	-	-	77,570.00	77,570.00	-
12/15/2020	1,080,000.00	3.000%	77,570.00	1,157,570.00	1,235,140.00
06/15/2021	-	-	61,370.00	61,370.00	-
12/15/2021	1,005,000.00	3.000%	61,370.00	1,066,370.00	1,127,740.00
06/15/2022	-	-	46,295.00	46,295.00	-
12/15/2022	810,000.00	3.000%	46,295.00	856,295.00	902,590.00
06/15/2023	-	-	34,145.00	34,145.00	-
12/15/2023	790,000.00	3.000%	34,145.00	824,145.00	858,290.00
06/15/2024	-	-	22,295.00	22,295.00	-
12/15/2024	660,000.00	3.000%	22,295.00	682,295.00	704,590.00
06/15/2025	-	-	12,395.00	12,395.00	-
12/15/2025	490,000.00	3.100%	12,395.00	502,395.00	514,790.00
06/15/2026	-	-	4,800.00	4,800.00	-
12/15/2026	300,000.00	3.200%	4,800.00	304,800.00	309,600.00
Total	\$7,835,000.00	-	\$1,570,004.03	\$9,405,004.03	-

Yield Statistics

Bond Year Dollars	\$54,114.86
Average Life	6.907 Years
Average Coupon	2.9012438%
Net Interest Cost (NIC)	2.4840226%
True Interest Cost (TIC)	2.4303117%
Bond Yield for Arbitrage Purposes	2.3676344%
All Inclusive Cost (AIC)	2.6002305%

IRS Form 8038

Net Interest Cost	2.3572468%
Weighted Average Maturity	6.883 Years

Geneva Park District, Illinois**General Obligation Refunding Bonds (Alternate Revenue Source)**

Series 2010 ***Final Revised***

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
07/01/2010	-	-	-	-	-
12/15/2010	-	-	76,032.22	76,032.22	76,032.22
06/15/2011	-	-	83,450.00	83,450.00	-
12/15/2011	215,000.00	2.000%	83,450.00	298,450.00	381,900.00
06/15/2012	-	-	81,300.00	81,300.00	-
12/15/2012	365,000.00	2.000%	81,300.00	446,300.00	527,600.00
06/15/2013	-	-	77,650.00	77,650.00	-
12/15/2013	375,000.00	2.000%	77,650.00	452,650.00	530,300.00
06/15/2014	-	-	73,900.00	73,900.00	-
12/15/2014	390,000.00	2.000%	73,900.00	463,900.00	537,800.00
06/15/2015	-	-	70,000.00	70,000.00	-
12/15/2015	690,000.00	2.300%	70,000.00	760,000.00	830,000.00
06/15/2016	-	-	62,065.00	62,065.00	-
12/15/2016	1,040,000.00	2.600%	62,065.00	1,102,065.00	1,164,130.00
06/15/2017	-	-	48,545.00	48,545.00	-
12/15/2017	1,270,000.00	2.800%	48,545.00	1,318,545.00	1,367,090.00
06/15/2018	-	-	30,765.00	30,765.00	-
12/15/2018	1,320,000.00	2.900%	30,765.00	1,350,765.00	1,381,530.00
06/15/2019	-	-	11,625.00	11,625.00	-
12/15/2019	775,000.00	3.000%	11,625.00	786,625.00	798,250.00
Total	\$6,440,000.00	-	\$1,154,632.22	\$7,594,632.22	-

Yield Statistics

Bond Year Dollars	\$42,678.78
Average Life	6.627 Years
Average Coupon	2.7054013%
Net Interest Cost (NIC)	2.7818839%
True Interest Cost (TIC)	2.7835525%
Bond Yield for Arbitrage Purposes	2.7110212%
All Inclusive Cost (AIC)	2.9438580%

IRS Form 8038

Net Interest Cost	2.7230112%
Weighted Average Maturity	6.616 Years

GENEVA PARK DISTRICT

"FINAL" \$1,562,845 TAXABLE GENERAL OBLIGATION LIMITED TAX PARK BONDS, SERIES 2017 CAPITAL PROJECTS - 2 YEARS TO MATURITY

Date of Bonds: 06-Mar-17

Date	Principal	Final Interest Rate	Interest	Principal and Interest	Levy Year	Final Series 2017 Debt Service	DSEB	(Over)/Under DSEB
15-Dec-17	770,310	1.400%	\$17,571.08	\$787,881.08	2016	787,881.08	787,882.05	0.97
15-Jun-18			5,944.01	5,944.01				
15-Dec-18	792,535	1.500%	5,944.01	798,479.01	2017	804,423.02	804,427.57	4.55
Total	\$1,562,845		\$29,459.10	\$1,592,304.10		\$1,592,304.10	\$804,427.57	\$4.55

Net Interest Rate: 1.470%
Bond Years: 2,003.740
Average Life: 1.282

SPEER FINANCIAL, INC.

Premium
Discount

run date: 16-Feb-17
file name: genevapd 2017 ltd go/2017

Memo

To: Geneva Park District Board of Commissioners

From: Nicole Vickers, Superintendent of Recreation

cc: Sheavoun Lambillotte, Executive Director

Date: January 14, 2019

Re: Safety Report

A Look Back:

The following is an overview of safety related highlights during the timeframe of August through December:

- 30 accident reports were filed for patrons
- 2 accident reports were filed for employees
- 33 certificates of insurance were collected and filed

Safety Highlights:

- Aquatic staff closed the season safely, scoring an overall 5-star on the three audits
- Several staff members attended the annual Risk Management Institute hosted by PDRMA
- Conducted research on updating active intruder policy/training
- Additional staff attended prescribed burn training
- Staff safely completed prescribed burns of some of our natural areas
- Staff attended brush chipper use/maintenance training
- Staff trained and implemented new pre-treatment procedures for the care of snow/ice
- Several staff members attended HELP and HELP 2 through PDRMA (Human Resource & Employment Liability Program)
- Completed the PDRMA Loss Control Review with an overall score of 98%

Safety Person of the Month:

August	Jason Black	Assistance during the storm at Folk Fest
September	Adam Hodge	Assistance with a lost child at Autumn Fair
October	Mandy Morgan	Addressing water well issues at Peck Farm
November	Parks Dept.	Snow removal efforts
December	Bill Braun	Fabrication of pre-treatment snow equipment

A Look Ahead:

- Staff is, and will remain diligent during the colder months by addressing all weather related concerns such as ice/snow accumulations
- Preparation for seasonal trainings are already underway, including all aquatics staff and the addition of the new spray ground at Sunset Pool
- Continue to address ADA compliance standards as time and budget allows
- Continue safety related trainings throughout all departments
- Completion of active intruder training/policy updates

MINUTES of a regular public meeting of the Board of Park Commissioners of the Geneva Park District, Kane County, Illinois, held at the Geneva Community Center, 710 Western Avenue, Geneva, Illinois 60134 in said Park District at 7:00 o'clock P.M. on the 21st day of January, 2019.

* * *

The meeting was called to order by the President, and upon the roll being called by the Secretary, the following Park Commissioners answered present: _____

The following Park Commissioners were absent: _____

The President announced that the Bond Issue Notification Act of the State of Illinois required a declaration of the intention of the Park District to issue non-referendum general obligation bonds or limited bonds of the Park District to provide additional funds to finance the payment of land condemned or purchased for parks, for the building, maintaining, improving, and protecting of the same, and for the payment of the expenses incident thereto, and that the Board of Park Commissioners was required to hold a public hearing prior to the adoption of an ordinance providing for the sale of said bonds and the levy of a direct annual tax to pay the principal and interest thereon.

Whereupon Park Commissioner _____ presented and the Secretary read in full a resolution as follows:

RESOLUTION #2019-01 concerning a hearing required to be held pursuant to the Bond Issue Notification Act of the State of Illinois prior to the sale of \$1,650,000 Taxable General Obligation Limited Tax Park Bonds, Series 2019 of the Geneva Park District, Kane County, Illinois.

* * *

WHEREAS, pursuant to the provisions of The Park District Code of the State of Illinois, and all laws amendatory thereof and supplementary thereto (the “**Park Code**”), the Geneva Park District, Kane County, Illinois (the “**District**”), is authorized to issue non-referendum general obligation bonds or limited bonds for various purposes of the District; and

WHEREAS, before the District may adopt an ordinance selling non-referendum general obligation bonds or limited bonds, the Board of Park Commissioners of the District (the “**Board**”) proposing to sell the bonds shall hold at least one public hearing concerning the District's intent to sell the bonds pursuant to the Bond Issue Notification Act of the State of Illinois (the “**Act**”); and

WHEREAS, pursuant to the Act, the Secretary of the Board shall publish notice of the hearing at least once in a newspaper of general circulation in the District not less than seven (7) nor more than thirty (30) days before the date of the hearing; and

WHEREAS, on the 27th day of December, 2018, notice of the hearing was published once in the *Kane County Chronicle*, the same being a newspaper of general circulation in the District, and an affidavit evidencing the publication of such notice, together with a newspaper clipping of such notice as published attached thereto, having heretofore been presented to the Board, and made a part of the permanent records of the Board; and

WHEREAS, notice of the hearing was given by posting at least forty-eight (48) hours before the hearing a copy of the notice at the principal office of the Board; and

WHEREAS, at the hearing, the Board shall explain the reasons for the proposed bond issue and permit persons desiring to be heard an opportunity to present written or oral testimony within reasonable time limits:

NOW, THEREFORE, Be It and It Is Hereby Resolved by the Board of Park Commissioners of the Geneva Park District, Kane County, Illinois, as follows:

Section 1. Incorporation of Preambles. The Board hereby finds that all of the recitals contained in the preambles to this resolution are full, true and correct and does incorporate them into this resolution by this reference.

Section 2. Hearing. The persons desiring to be heard presenting written or oral testimony on this date were as follows:

See Schedule 1 attached hereto and made a part hereof.

The hearing was finally adjourned at __:__ p.m. on the 21st day of January, 2019.

Section 3. Decision to Proceed. Upon review of the written and oral testimony, the Board deems it advisable, necessary and for the best interests of the District that the non-referendum general obligation limited bonds be sold and that the ordinance selling said bonds be adopted after a period of at least seven (7) days after the date hereof.

Section 4. Severability. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

Section 5. Repeal. All resolutions or parts thereof in conflict herewith be and the same are hereby repealed and this resolution shall be in full force and effect forthwith upon its adoption.

ADOPTED January 21, 2019

President, Board of Park Commissioners

Attest:

Secretary, Board of Park Commissioners

**SCHEDULE 1: PERSONS DESIRING TO BE HEARD PRESENTING WRITTEN
OR ORAL TESTIMONY**

[NONE]

Park Commissioner _____ moved and Park Commissioner _____ seconded the motion that said resolution as presented and read by the Secretary be adopted.

After a full discussion thereof, the President directed that the roll be called for a vote upon the motion to adopt said resolution as read.

Upon the roll being called, the following Park Commissioners voted **AYE**: _____

NAY: _____

Whereupon the President declared the motion carried and said resolution adopted, approved and signed the same in open meeting and directed the Secretary to record the same in the records of the Board of Park Commissioners of the Geneva Park District, Kane County, Illinois, which was done.

Other business not pertinent to the adoption of said resolution was duly transacted at the meeting.

Upon motion duly made, seconded and carried, the meeting was adjourned.

Secretary, Board of Park Commissioners

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

CERTIFICATION OF RESOLUTION AND MINUTES

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Park Commissioners (the “**Board**”) of the Geneva Park District, Kane County, Illinois (the “**District**”), and as such official I am the keeper of the records and files of the District and the Board.

I do further certify that the foregoing constitutes a full, true and complete transcript of the minutes of the meeting of the Board held on the 21st day of January, 2019, insofar as same relates to the adoption of a resolution entitled:

RESOLUTION concerning a hearing required to be held pursuant to the Bond Issue Notification Act of the State of Illinois prior to the sale of \$1,650,000 Taxable General Obligation Limited Tax Park Bonds, Series 2019, of the Geneva Park District, Kane County, Illinois.

a true, correct and complete copy of which said resolution as adopted at said meeting appears in the foregoing transcript of the minutes of said meeting.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that an agenda for said meeting was posted at the principal office of the Board at least forty-eight (48) hours in advance of the holding of such meeting, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of The Park Code of the State of Illinois, as amended, and that the Board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the passage of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature and seal of said Park District, this 21st day of January, 2019.

Secretary, Board of Park Commissioners

[SEAL]

DIRECTOR'S MONTHLY AGENDA AND REPORT January 21, 2019

SAFETY REPORT REVIEW BY NICOLE VICKERS

Superintendent of Recreation, Nicole Vickers, will present our safety report reviewing the last 6 months of activity in this area. Staff will be available to answer any questions the board may have.

LIMITED BOND BINA RESOLUTION #2019-01

The BINA resolution #2019-01 announcing the District's intent to sell \$1.65M in limited bonds will be presented for approval. The sale of the bonds would occur at the February 18 board meeting. The district is purchasing its own bonds at an estimated net interest rate of 3.57%. Possible capital projects include: playground & equipment replacement, vehicles & equipment, building improvements, parking lot repairs, etc. Staff would ask for a motion and roll call vote to approve the Limited Bond Bina Resolution.

COMMUNICATIONS

Staff and Committee met on January 9th to go over the Short/Long Range Plan. Documents and minutes from the meeting are included in your packet.

Staff will be attending the Illinois Park and Recreation Association Conference January 24-26 in Chicago.

Enclosed in your packet is a legislative update concerning prevailing wage. Among the changes is language relieving the PD of the requirement to vote on prevailing wage each year at our board meetings.

There are presently two candidates running for two open positions on the Park Board. Peggy Condon will be retiring from the board in April. Jay Moffat and Bre Cullen are running for re-election and election respectively.

The Clover Hills playground replacement project is presently out to bid. Results will be shared with the board in February.

Staff attended the Batavia Plan Commission Meeting December 12th as they reviewed the Winding Creek housing development. The Geneva Park District will likely accept a parcel of land along with a \$150,000 land/cash contribution for the development of this park.

The Park District is in final negotiations for the temporary easement agreement and memorandum of understanding for the UP railroad third rail project.

Staff and legal is presently reviewing a memorandum of understanding between the COG and the Cetron property developers for the construction of the bike path connection from Rt. 31 to Rt. 38.

Full time staff participated in cooperative staff training with the Bloomingdale Park District on January 11th. Topics included training on how to have crucial conversations.

Staff will be in Springfield January 22nd to provide a short presentation on the Peck Farm North Trail Project to the IDNR as part of the OSLAD grant process.

The GPD Foundation has been working hard in cooperation with the NRC in preparation for the upcoming Wine, Cheese and Trees Fundraiser.

The IAPD annual meeting will be held at the IPRA Conference Saturday, January 26 at 3:30 p.m. Susan VanderVeen is the assigned delegate for this meeting and Jay Moffat is the alternate.

You will soon be receiving your Statements of Economic Interests by email. As in past years, you must complete the statement online by May 1, 2019. If your statement is not filed by the May 1 deadline you will be assessed a late fee penalty.

Enclosed in your packet is the board calendar including important meetings, event and continuing education dates.

FUTURE MEETINGS

Regular Scheduled Meeting	February 18, 2019	7:00 P.M.
Personnel & Policy Committee (Pat Lenski & John Frankenthal)	TBD	TBD
Geneva Park District Foundation Meeting	March 19, 2019	7:00 P.M.
Finance Committee – Budget Meeting (Pat Lenski & Susan VanderVeen)	April 10-12, 2019	TBD

2018 STONE CREEK MINIATURE GOLF/DISC GOLF ANNUAL REPORT

Enclosed is this year's report prepared by Athletics/Facility Supervisor Jim Huetson. Please review the report as presented. Mr. Huetson will answer any questions you have. Staff would request a motion to approve the report as presented.

2019 SHORT & LONG RANGE PLAN ANNUAL GOALS & OBJECTIVES AND 2019 MASTER PLAN UPDATE DETAILS

Enclosed are the updated plans reviewed and approved by the Long Range Plan Committee (Jay Moffat & Peggy Condon). The minutes of the meeting are also included for your review and approval. Each year the staff presents this update to the board as a part of the overall Master Plan of the Park District. If you are in agreement with the committee's recommendations, please approve the updated goals and objectives and plan details as presented. I will review the documents and answer your questions at the meeting. The goals and objectives are placed on the Park District website after board approval.

2019 BUDGET AND PERSONNEL EVALUATION CALENDAR

Enclosed are the proposed calendars for committee meetings to discuss the personnel reviews and budget recommendations for 2019.

SAFETY MANUAL and PHYSICAL FITNESS FACILITY MEDICAL EMERGENCY PLAN UPDATES

Enclosed in your packet are updates and changes made to the listed manuals. We updated staff and titles, as well as made any changes recommended as a result of our risk management review. Staff would recommend a motion to approve the updates to these two manuals.

ASSET MANAGEMENT WORK ORDER SOFTWARE PROPOSAL

Enclosed in your packet is a memo from Jerry Culp detailing staff's recommendation to pursue asset management and work order software for the district. The recommended vendor "Dude Solutions" will have representatives give a short presentation about the product and will be available to answer questions. Staff would recommend a motion to approve the Dude Solutions software package for a total of \$13,285. We hope to roll out the program to all staff later this spring/summer and have it available to the public by next spring.

OLD MILL PARK GAZEBO ROOF PROPOSAL

The roof on the Gazebo structure at Old Mill Park is in disrepair. Based on the high visibility of this park as well as its proximity to the river and the elements there, we are recommending replacing it with a copper roof. There is a memo enclosed outlining the project. Staff would recommend a motion to approve the roof replacement with G. Klemm Roofing in the amount of \$11,750.

Amy McConnell

Subject: FW: New Governor Signs Changes to the Prevailing Wage Act

From: IAPD Legislative Update <admin@ILparks.org>

Sent: Wednesday, January 16, 2019 9:18 AM

To: Sheavoun Lambillotte <SLambillotte@genevaparks.com>

Subject: New Governor Signs Changes to the Prevailing Wage Act

WEB VERSION

January 16, 2019

#2-2019

TO: IAPD Members

FROM: Peter Murphy, Esq., CAE, IOM, IAPD President and CEO
Jason Anselment, IAPD Legal/Legislative Counsel

RE: New Governor Signs Changes to the Prevailing Wage Act

At the conclusion of last Fall's Veto Session, we updated you on the General Assembly's passage of [SB 203 \(Lightford, K. / Davis, W.\)](#), which contains significant changes to a local government's annual obligations under the Prevailing Wage Act. At that time, we noted that a procedural hold had been placed on the bill that prevented the legislation from being sent to Governor Rauner, who would likely have vetoed the bill.

On January 8th, the final day of the 100th General Assembly, the procedural hold was lifted on SB 203. Yesterday, on Governor's Pritzker's first full day in office, [SB 203 / Public Act 100-1177](#) was sent to his desk, and he immediately signed the bill into law.

The bill does not contain an immediate effective date. Because of the procedural hold, there is some confusion as to when the bill was "passed" for purposes of determining the effective date. We have spoken to the Legislative Reference Bureau, and they have informed us that the bill will be effective on June 1, 2019.

As a result, beginning this year units of local government will no longer be required to approve an annual prevailing wage ordinance each June that simply adopts the prevailing wage rate that has been ascertained by the Illinois Department of Labor (IDOL).

Instead, the prevailing wage schedule published on IDOL's website will automatically set the applicable wage rates for each locality.

With the elimination of the requirement to approve an annual prevailing wage ordinance, the requirements to file the ordinance with the IDOL and to publish an annual notice of the approval of the ordinance in the newspaper or on the public body's website have also been eliminated.

The new law requires IDOL to develop and maintain an electronic database capable of accepting certified payrolls no later than April 1, 2020. After that time, certified payrolls must be submitted by contractors directly to this online database, which will eventually relieve a public body of its current record-keeping requirements.

The new law also requires IDOL to prepare reports on the employment of local laborer's, females and minorities on public works projects and to make recommendations to increase female and minority participation on public works projects.

Finally, the bill codifies the standard IDOL must use to calculate the prevailing wage rate and requires IDOL to engage local labor stakeholders when establishing the prevailing wage rate. During the General Assembly's debate on the bill during the Fall Veto Session, proponents indicated that the standard incorporated in [SB 203/Public Act 100-1177](#) was the method used by the IDOL before Governor Rauner's administration. A procedure for objecting to IDOL's calculation is contained within the Act.

We will have a much more detailed discussion on this and other new laws during Legal/Legislative Part I, Session #110 at the upcoming Soaring to New Heights Conference.

In the meantime, please contact us if you have any questions.



Illinois Association of Park Districts

211 E. Monroe Street

Springfield, IL 62701

[Email us](#) | 2175234554 | [Visit our website](#)

UNSUBSCRIBE

JAN 2019

SUN

MON

TUE

WED

THU

FRI

SAT

01

SCC & SPRC
Closed Today

02

CAC Mtg 7 PM

03

Parents' Night
Out

04

05

06

Adult Auditions
– The Effect of
Gamma Rays...

07

City Council Mtg
@ 7
Adult Auditions
– The Effect of
Gamma Rays...

08

Youth Auditions
– Mary Poppins,
Jr.

09

Plan Comm Mtg
@ 7
Youth Auditions –
Mary Poppins, Jr.

10

11

An Evening of
Folk Music

12

13

14

Comm of the
Whole Mtg @ 7
School Dist. Mtg
@ 7

15

HPC Mtg @ 7
GPD Foundation
Board Mtg @ 7
FSP Open
House Night

16

17

18

19

20

Lunar Eclipse
Viewing Party

21

GPD Board
Meeting @ 7

22

City Council Mtg
@ 7

23

Library Mtg @ 7
Plan Comm Mtg
@ 7
IAPD Conference

24

25

IAPD
Conference

26

IAPD
Conference
Real Raptors

27

Comm of the
Whole Mtg @ 7

28

29

Special Comm
of the Whole
Mtg @ 7

30

31

FEB 2019

SUN

MON

TUE

WED

THU

FRI

SAT

01

02

Parents' Night
Out

03

04

05

06

07

08

09

Super Shuffle
5K

City Council Mtg
@ 7

CAC Mtg 7 PM

10

11

12

13

14

15

16

Comm of the
Whole Mtg @ 7
School Dist. Mtg
@ 7

Plan Comm Mtg
@ 7

17

18

19

20

21

22

23

Viking Classic
Pickleball
Tournament
Just Dad n' Me
Dance

GPD Board
Meeting @ 7

City Council Mtg
@ 7
HPC Mtg @ 7

24

25

26

27

28

AfterImage Film
Fest Oscar Pre-
Party

Comm of the
Whole Mtg @ 7

Library Mtg @ 7
Plan Comm Mtg
@ 7

GENEVA PARK DISTRICT
PARKS AND PROPERTIES BOARD REPORT

January 21, 2019

Operations

- Busy with snow removal. Staff is fine-tuning the pretreatment system and preparing for the cold weather and additional snow.
- Staff is fielding calls regarding downed trees due to the last snow storm. Staff continues to handle tree trimming and removal as the need arises.
- Staff is also working on tree inventory and documenting the number of trees that are dead or in poor health and preparing a plan to do more removals during winter.
- Burned 40 acres at Peck North, weather prevented additional burning. Staff will begin preparing for spring burning.
- Staff continues to clean up leaves and other debris in parks as weather allows.
- Cleaning up and reorganizing shops to prepare for spring.
- Staff has been pruning and chipping along the Fox River Trail and the Peck Trails.
- Ice Rinks are up and the cold weather coming in this week should allow staff to build a good base layer of ice and get the rinks open.
- Staff is also working on bid specifications for the yearly mowing contracts.

Events

- Staff has completed the set up and take down for Christmas on the Farm including the Christmas decorations. The next event is Super Shuffle.

Baseball/Softball

- Eagle Brook infield restoration is complete, staff will work on final restoration area this spring.
- Don Forni infield restoration is completed. Staff will complete restoring disturbed areas this spring.
- Staff is getting quotes for fencing and backstop repair for this year at Deer Path, Wheeler and Don Forni Park.

Soccer

- Soccer season is done. Staff is working on field maintenance as weather permits.

Playgrounds

- Playground replacement planning is continuing. Clover Hills Playground final design is complete and the project is out to bid. Bids are due January 31st.

Facilities

- Staff has completed the conversion of the lights at both Peck and Wheeler shops to LED and is looking at other opportunities for more conversions.
- Removed the skylight at Sunset, filled in drop ceiling and will install a new light.
- Working on winter pool preventative maintenance, replacing valves and fittings that have corroded.
- Working on the installation of hand dryers at the operations facilities.
- Getting quotes for the replacement of the pool heater at Mill Creek Pool.

Park Projects

- Preparing for spring, staff has been mulching shrub beds when time and weather allows.
- Staff has completed the roof evaluation at Wheeler and will begin preparing plans for the replacement.
- The roof on the east green house at Wheeler is scheduled for replacement. Staff is getting proposals from contractors to complete the work this fall.
- Staff is also getting prices on replacing the roofs on the two shelters at Wheeler.

Peck Restrooms

- Contractor has started construction on the restrooms. Contractor is currently excavating for the footings and foundations.

**GENEVA PARK DISTRICT
RECREATION BOARD REPORT
NICOLE VICKERS, CPRP
SUPERINTENDENT OF RECREATION
January 21, 2019**

UPDATE:

I. WINTER PROGRAMS

Winter programs began the week of January 7th. Spring brochure development is well underway, and will go to print at the beginning of February.

II. PROGRAM HIGHLIGHTS

- a) The Super Shuffle 5K trail race is scheduled for February 3rd. Registration numbers continue to grow; and staff is in the midst of finalizing all plans.
- b) Just Dad 'n Me Dance is scheduled for Sunday, February 17th at Geneva High School. Staff anticipates this ever-popular event to once again draw in 500 couples.
- c) Our staff will be attending educational sessions at the IPRA Conference on January 24th – 26th.
- d) Staff is preparing to begin accepting/processing registrations for preschool and kid's zone for next school year.

III. FACILITIES

The 2018 Stone Creek Miniature Golf report is enclosed in your packet. Jim Huetson will be presenting the report and answering any questions that might arise.

Spray ground construction continues at Sunset Pool. For the most part, weather has cooperated and kept the project in-line with the intended schedule.



IV. UPCOMING EVENTS

Programs/Special Events:

February 3:

Super Bowl Shuffle 5K Run

February 17:

Just Dad 'N Me Dance, GHS

Trips:

January 31:

Waist Watchers The Musical – Chicago

February 6:

The Producers – Aurora

February 21:

The Tiki Terrace – Des Plaines

INFORMATION:

I. SUNSET REPORT

Comparison figures for Sunset Racquetball and Fitness Center are as follows

SRFC December Totals		
	December 2017	December 2018
Annual Membership Revenue	\$10,071	\$9,435
EFT/Ongoing Revenue	\$3,291	\$3,834
Court Hours	\$531	\$443
Guests	\$827	\$986
Monthly Memberships	\$0	\$0
Racquet Rentals	\$0	\$0
Vending	\$151	\$187
Total Revenue	\$14,871	\$14,885
	December 2017	December 2018
Resident SRFC Pre-Paid:		
New	12	8
Renew	24	23
Resident SRFC ONGOING:		
New	3	4
Renew	3	0
Non-Resident SRFC Pre-Paid:		
New	1	0
Renew	0	4
Non-Resident SRFC ONGOING:		
New	0	1
Renew	0	1
New	16	13
Renew	27	28
Totals	43	41

SRFC December Memberships Totals				
	December 2017		December 2018	
Total Membership Revenue	\$13,362		\$13,269	
Member Retention Rate	77%		89%	
SRFC Usage Breakdown				
	December 2017		December 2018	
Members	4,317		4,688	
Guests	194		142	
Total Usage	4,511		4,830	
Weight room Usage	4,158		4,529	
Court Usage				
Reserved Court Time	94		90	
Walk-on Court Time	1		1	
Court Percentages				
Prime Time	27%		19%	
Non-Prime Time	15%		24%	
Racquetball	17%		16%	
Wally ball	2%		6%	
SRFC Year to Date Comparison				
	2017/2018		2018/2019	
Total EFT/Ongoing Memberships	83		106	
Total # of Memberships/Members (excludes Gold)	520	867	572	939
YTD Total Retention Rate	74%		82%	
Total Membership Revenue	\$96,818		\$99,935	
Projected EFT/Ongoing Annual Rev.	\$13,164		\$15,336	

II. SPRC REPORT

Comparison figures for Stephen D. Persinger Recreation Center are as follows

SPRC General		
	December 2017	December 2018
Total Membership Revenue	\$44,803	\$49,379
Memberships	133	125
Track Passes	114	107
Guests	81	286
Member Retention Rate	78%	88%

SPRC Membership Breakdown		
	December 2017	December 2018
Resident Gold Pre-Paid:		
New	4	1
Renew	8	4
Resident Gold ONGOING:		
New	0	1
Renew	0	0
Non-Resident Gold Pre-Paid:		
New	0	0
Renew	1	1
Non-Resident Gold ONGOING:		
New	2	1
Renew	1	0
Resident SPRC Pre-Paid:		
New	42	30
Renew	41	59
Resident SPRC ONGOING:		
New	9	9
Renew	5	2
Non-Resident SPRC Pre-Paid:		
New	3	9
Renew	10	10
Non-Resident SPRC ONGOING:		
New	4	2
Renew	0	1
New	64	53
Renew	66	77

Totals	130		130	
SPRC Usage Breakdown				
	December 2017		December 2018	
Members	11,458		12,665	
Guests	81		286	
Total Usage	11,539		12,951	
Member Usage:				
Mon.-Fri. (Avg.)	Avg. 476		Avg. 492	
Sat.-Sun. (Avg.)	Avg. 369		Avg. 381	
Morning Nursery	571	Avg. 23	717	Avg. 27
12-4 pm Nursery	369	Avg. 14	275	Avg. 10
Evening Nursery	205	Avg. 8	178	Avg. 7
TOTAL NURSERY	1,145		1,170	
Open Gym Youth	1,542		934	
Open Gym Adult	495		625	
SPRC December Totals				
	December 2017		December 2018	
Annual Membership Revenue:	\$28,099		\$30,728	
EFT/Ongoing Membership Revenue:	\$12,583		\$14,913	
Monthly Memberships	0	\$0	0	\$0
Track Pass	114	\$2,850	107	\$2,675
Holiday – One Month	19	\$1,197	17	\$915
Holiday – Two Month	1	\$74	2	\$148
Total Membership Revenue	\$44,803		\$49,379	
Kidz Korral Revenue	\$3,056		\$2,685	
Birthday Parties	12	\$1,795	9	\$1,820
Guest Fees	81	\$730	286	\$664
Open Gym Youth	1,542	\$2,253	934	\$2,491
Open Gym Adult	495	\$1,175	625	\$1,243
Vending	\$384		\$399	
Total Additional Revenue	\$9,393		\$9,302	
SPRC Year to Date Comparisons				
	2017/2018		2018/2019	
Current Memberships/Members	1,165	2,504	1,392	2,885
Gold Annual	118	286	165	367
Gold Ongoing	61	152	80	182
SPRC Annual	699	1,354	790	1,522
SPRC Ongoing	287	712	357	814
Track Passes	573		725	
YTD Membership Retention Rate	71%		79%	
Total Membership Revenue	\$260,705		\$280,226	
Projected EFT/Ongoing Annual Rev.	\$50,332		\$59,652	

Peck Farm Park Report
by
Trish Burns
Manager, Peck Farm Park Interpretive Center
January 21, 2019

Natural Areas / Site Management

1. Peck House – The Peck House will be 150 years old in 2019. We are planning to host a birthday celebration in late June or early July. The event will be similar to Heritage Day. We will focus on the legacy of the Peck family in Geneva.

Interpretation / Programs

1. KCCN Program: The Kane County Naturalist Program will begin on January 15 with a class of 30. The program underwent a review and some good changes were put forward as a result.
2. Special Events: We will once again work with the Natural Resources Committee to host an Earth Day Event. The event will be held on Saturday, April 13.
3. Wine, Cheese and Trees: The 8th Annual Wine, Cheese, and Trees fundraiser will be hosted by the Natural Resources Committee of Geneva and the Geneva Park District Foundation. The event will be held on February 23 at the Persinger Center.
4. Upcoming Events & Programs
 - Kane County Certified Naturalist: January 15 – February 26
 - Winnie the Pooh Day – January 18
 - Lunar Eclipse – January 20
 - Rubber Band Science- January 24
 - Beginning Beekeeping – January 24-March 14
 - Real Raptors – January 26
 - Backwards Day – January 30
 - Paper Airplane Workshop - February 2
5. Program report (December):

2018	2017		2018	2017	
3	5	Family Programs	48	51	Participants
4	4	Adult Program	223	138	Participants
7	6	Children's Programs	56	93	Participants
2	1	Birthday Parties	90	45	Participants
0	0	On-site Field Trips – Staff Led	0	0	Students/teachers/chaperons
0	0	Outreach Programs	0	0	Participants
0	1	Scout Programs	0	30	Participants
3	3	KidsZone	180	178	Participants
1	1	Community Group Meetings	80	65	FVAS

1	1	Partnered Programs	67	85	FVAS Star Party
0	0	In-house Meetings (OB)	0	0	
1	2	OB Rentals	45	125	
0	0	Picnic Shelter Rental	0	0	
0	0	3-Sided Barn Rental	0	0	
0	0	Facility Rental	0	0	Includes all buildings
2	1	Special Event	520	80	Volunteer Dinner/Christmas on Farm
		Walk in Attendance	415	358	
24	27	Total Events	1,724	1,197	Total Tracked Participants

6. Program Comparison (4-Years)

2016		2015		2014		21013	
Events	Participants	Events	Participants	Events	Participants	Events	Participants
28	1,079	32	1,032	32	1,229	22	878

STONE CREEK MINIATURE GOLF



2018 ANNUAL REPORT

By: Jim Huetson

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I. INTRODUCTION

The Stone Creek Miniature Golf Course Annual Report will document the 30th full season of operation. The report is based on operations from May through October.

II. DAYS/HOURS OF OPERATION

The actual course operation was from May 5th – October 8th.
Hours of Operation were as follows:

May 5th – June 1st

Friday	6:00pm-10:00pm
Saturday	11:00am-10:00pm
Sunday	11:00am-7:00pm

June 2nd – August 21st

Daily	11:00am-10:00pm
-------	-----------------

August 22nd – August 24th

Daily	6:00pm – 10:00pm
-------	------------------

Memorial Day, July 4th, Labor Day, and Columbus Day
11:00am-6:00pm

III. FEES

The daily fees at Stone Creek were as follows for 2018.

RATES

Resident

Adult	\$5
Youth/Senior	\$5

Non-Resident

Adult	\$6
Youth/Senior	\$6

Group

Resident	\$4
Non-Resident	\$5

IV. ATTENDANCE

The total attendance for the 2018 season was 19,108 (refer to table 8 and chart 1). This number includes: daily admissions, groups, birthday parties, bulk cards, Groupon redemptions, free games, special events and programs. This is a decrease of 5,097 participants, but is more in line with 2016 numbers.

Table 1

MONTHLY ATTENDANCE (Daily Fees)

	Res	NR	Total	Difference from 2017
May	394	608	1,002	-325
June	1,258	1,559	2,817	-933
July	1,650	2,342	3,992	-1,034
August	1,067	1,435	2,502	-1,056
September	379	483	862	-451
October	68	53	121	121
TOTAL	4,816	6,480	11,296	-3,678

Table 2

Attendance By Year (Daily Fees)

2014	2015	2016	2017	2018
12,023	12,197	13,392	14,979	11,296

In 2018, the daily attendance was 11,296 rounds; which is a decrease of 3,678 daily rounds from 2017. There were decreases in attendance in every month compared to 2017.

*This does not include any Groupon's or free rounds.

Table 3

GROUP RENTALS (Per Person)

	Resident	Non-Resident	Total	Difference from 2017
May	187	2	189	-107
June	5	202	207	-10
July	46	68	114	-48
August	0	115	115	35
September	15	0	15	-10
TOTAL	253	387	640	-140

Group rounds are reserved through the Stone Creek Mini Golf Manager. A group must consist of a minimum of 10 and the fee is \$4 for resident groups and \$5 for non-resident groups. In 2018, there were 640 group rounds purchased which is a decrease of 140 from 2017. Two school outings were also cancelled due to weather.

Table 4

CAMPS, SPECIAL EVENTS

	GPD Camp	Special Events	Total	Difference from 2017
May	0	0	0	-140
June	276	205	481	-177
July	253	0	253	-12
August	121	0	121	-29
September	0	0	0	0
TOTAL	650	205	855	-358

Table 5

COUPON REDEMPTION AND FREE GAMES

	Coupon/Free Round	Groupon	Total	Difference from 2017
May	116	144	260	-124
June	330	960	1,290	-44
July	576	1,820	2,396	37
August	251	1,172	1,423	-479
September	79	568	647	-612
October	20	280	300	300
TOTAL	1,372	4,944	6,316	-922

Table 6

Free Games Recorded (Includes Two for Tuesdays promotion)

2014	2015	2016	2017	2018
393	412	340	794	1372

Table 7

Groupon Revenue History

2014	2015	2016	2017	2018
\$8,838.00	\$9,964.41	\$6,332.16	\$13,869.96	\$6,879.20

*Free rounds include the Two for Tuesday promotion, direct mail coupons and free game coupons given out throughout the course of the year in a variety of avenues.

Geneva Park District sold 1,795 Groupon offers which is down from 2,383 in 2017. Of those purchased, 1,237 (69%) redeemed their coupon. The Groupon numbers on the previous page indicate the total number of users.

\$12 for mini-golf for four (\$24 value) – 1,795 sold

Table 8

ANNUAL ATTENDANCE COMPARISONS

	2014	2015	2016	2017	2018	2017-18 Difference
May	1,826	1,673	2,463	2,147	1,451	-696
June	3,840	4,315	5,301	5,959	4,795	-1,164
July	5,945	5,774	5,459	7,812	6,755	-1,057
August	4,182	4,596	4,279	5,690	4,161	-1,529
September	1,374	1,751	1,792	2,597	1,524	-1,073
October					421	421
TOTAL	17,167	18,109	19,294	24,205	19,107	-5,098

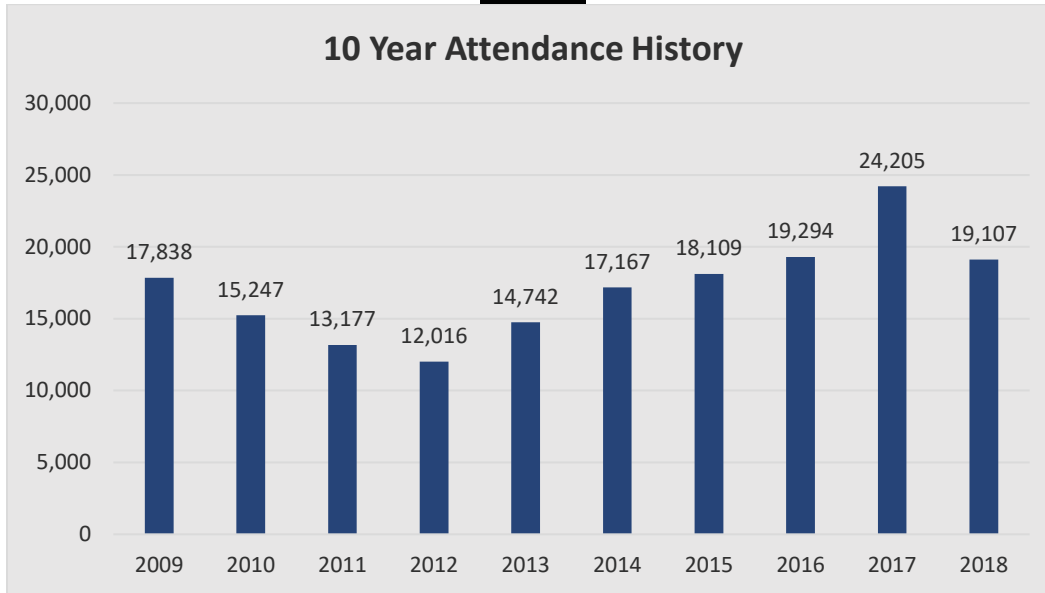
Table 9

10 Year Annual Attendance Comparison

2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
15,247	13,177	12,192	12,516	14,740	17,167	18,109	19,294	24,205	19,107

The overall annual attendance for Stone Creek Miniature Golf Course for 2018 was 19,107, a decrease of 5,098 from 2017. This decrease could partly be due to an increased amount of days with inclement weather and decreased groupon sales.

Chart 1



V. REVENUE

Revenue at Stone Creek Miniature Golf Course is received through daily admissions, program fees, rentals, birthday parties, special events and concessions. Total revenue for this season was \$85,207.31 a decrease of \$28,245.26 from the 2017 season. Table 10 shows the revenue comparisons for the last five years and percentage figures for the current season.

Table 10

COMPARISON OF REVENUE SOURCES

	2014	2015	2016	2017	2018	% of REVENUE
Daily Use	\$82,879.0	\$81,446.00	\$84,751.03	\$96,180.15	\$71,168.31	83%
Concessions	\$5,992.00	\$6,496.00	\$9,185.69	\$10,921.42	\$8,755.00	10%
Birthday Parties	\$1,420.00	\$1,310.00	\$1,180.00	\$1,385.00	\$1,453.00	2%
Rentals	\$2,166.00	\$2,060.00	\$1,946.00	\$2,878.00	\$2,281.00	3%
Special Events	\$816.00	\$640.00	\$1,848.00	\$2,088.00	\$1,550.00	2%
Total Rev.	\$93,273.00	\$91,952.00	\$98,910.72	\$113,452.57	\$85,207.31	

VI. EXPENDITURES

Expenditures for the current season totaled \$34,205.03 which is an increase of \$1,197.74 from 2017. The largest increase comes from concession inventory. Previously the majority of beverages were purchased at Sam's Club. Staff began ordering more through Pepsi, which is our beverage provider, at an increased cost.

Table 11

COMPARISON OF EXPENDITURES

	2014	2015	2016	2017	2018	% of Expenditures
Salaries	\$19,012.00	\$17,572.00	\$23,997.53	\$22,580.51	\$22,661.29	66%
Contractual	\$1,730.00	\$1,911.00	\$2,437.82	\$2,582.33	\$2,616.67	8%
Repr. & Maint.	\$212.00	\$462.05	\$462.07	\$495.42	\$188.25	.5%
Commodities	\$3,072.00	\$3,101.00	\$5,556.32	\$6,340.82	\$7,503.52	22%
Birthday Parties	\$873.00	\$319.00	\$395.14	\$545.72	\$851.65	2.5%
Special Events	\$489.00	\$465.00	\$462.14	\$462.40	\$383.65	1%
Total Exp.	\$25,388.00	\$23,830.05	\$33,311.02	\$33,007.20	\$34,205.03	

VII. NET GAIN (LOSS)

Per the unaudited revenue and expenditure breakdown for Stone Creek Miniature Golf Course operational budget, the net gain for the 2018 season was \$51,002.28. Table 12 shows net gain (loss) comparisons for the last five years.

Table 12

NET GAIN (LOSS) COMPARISON

	2014	2015	2016	2017	2018
Revenue	\$93,273.00	\$91,952.00	\$98,910.72	\$113,452.57	\$85,207.31
Expense	\$25,388.00	\$23,830.05	\$33,311.02	\$33,007.20	\$34,205.03
Net	\$67,885.00	\$68,121.95	\$65,599.70	\$80,445.37	\$51,002.28

Table 13

10 Year Net Gain Comparison

2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
\$52,102	\$43,914	\$36,864	\$45,207	\$58,946	\$67,885	\$68,122	\$65,600	\$80,445	\$51,002

VIII. REPAIRS/MAINTENANCE/IMPROVEMENTS

The Construction Fund Expenditures (Acct. C-1331) totaled \$1,161.61. The following is an itemized list of repairs and maintenance.

Plexiglass	\$188.00
Golf Putters	\$547.78
Fountain Spray	\$125.84
Audio Receiver	\$299.99

IX. INVENTORY

Based on our ending inventory this year we should order additional putters, grips to repair deteriorated ones, golf balls to compensate for lost or stolen balls (including additional clear balls for Twilight Golf).

Colored Grips:	\$50
Colored Golf Balls:	\$450
Clear Golf Balls:	\$300
Golf Clubs:	\$400
Total:	\$1,200

X. FEE COMPARISON

Table 14

DAILY ADMISSION FEES

	Res. Adult	Res. Youth/Senior	N/R Adult	N/R Youth/Senior
Geneva	\$5	\$5	\$6	\$6
St Charles	\$6	\$5	\$6	\$5
Wheaton	\$4	\$3	\$5	\$3
Glen Ellyn	\$6.50	\$5.50	\$6.50	\$5.50
Carol Stream	\$5	\$4	\$5	\$5
Downers Grove	\$5	\$5	\$5	\$5

MINI GOLF RECOMMENDATIONS

1. Increase marketing and promotions for special events.
 - Increase exposure of special events through email marketing possibly incorporating a coupon to attract more participants
2. Continue to offer the Groupon deal.
3. Research the feasibility of sound system replacement throughout the course.
4. Continue to offer special price days such as Grandparent Mondays and Two for Tuesdays.
5. Purchase the following inventory for the 2019 season: Colored Grips-\$200; Colored golf balls - \$300; Clear golf balls - \$300; additional golf clubs -\$400. Total: \$1,200
6. Research a scorecard application for smart phones.
7. Keep the course open until Columbus Day versus our typical closing of the last weekend in September.
8. Add new course obstacle/feature for 2019.
9. Purchase additional equipment to assist with cleanliness of facility.
10. Increase amount of disc golf tournaments and leagues.
11. Research the possibility of implementing new special events at Stone Creek.
12. Streamline concessions offerings.
13. Implement dispersing and tracking parameters for free coupons.
14. Increase group rental sales by 15%
15. Revise employee policy and procedure manual to ensure best practices are being implemented at all levels of staff.
16. Research the implementation of a frequent customer card program. (Buy 9 rounds and get your 10th free, as an example.)
17. Market directly with, or collaborate with, local golf courses.

Disc Golf Revenue 2017 vs. 2018

2017			2018		
Revenue		2017	Revenue		2017
Item	Quantity	Total	Item	Quantity	Total
Discs Sold	102	\$1,497.00	Discs Sold	66	\$973.00
Disc Rented	318	\$636.00	Disc Rented	171	\$342.00
Tournaments	1	\$90.00	Tournaments	0	\$0
League	0	\$0.00	League	0	\$0.00
Total		\$2,149	Total		\$1,315
Expenses			Expenses		
Item	Quantity	Total	Item	Quantity	Total
Discs Purchased	102	\$1,102	Discs Purchased	126	\$780
Tournaments	0	\$0.00	Tournaments	0	\$0.00
League	0	\$0.00	League	0	\$0.00
Total		\$1,102.00	Total		\$780
Net Profit		\$1,047	Net Profit		\$535
Profit Margin		51.00%	Profit Margin		41.00%



**GENEVA PARK DISTRICT
LONG RANGE PLAN COMMITTEE MEETING
JANUARY 9, 2019
2:00 PM**

Agenda

Review & Discussion of Annual Goals and Objectives for 2018 & 2019

Review & Discussion of Master Plan for 2019

Review & Discussion of Vehicle/Equipment Replacement Schedule

Review & Discussion of Five Year CIP

Public Comment

Adjourn

MEMO

TO: LONG RANGE PLANNING COMMITTEE (Jay Moffat & Peggy Condon)

FROM: GENEVA PARK DISTRICT STAFF

RE: ANNUAL REVIEW OF GOALS AND OBJECTIVES, MASTER PLAN UPDATE AND SUPPORTING MATERIALS

DATE: MEETING SCHEDULED FOR January 9, 2019 at 2:00 PM

Enclosed are the documents prepared by Park District staff which, in conjunction with the 2013 Master Plan, will help guide the future of the Geneva Park District. Any new items and any significantly altered items are highlighted throughout both documents. Below is a list of completed items that are being removed:

- Develop and implement invasive tree and plant species control plan
- Complete PDRMA Review
- Review butterfly gardens for possible expansion
- Replace FRT signage per Kane County plan
- Consider newly acquired River Park for future outdoor programs and special events, including concerts
- Work with Garden Club/install irrigation
- Expand laptop computer use to recreation staff as replacement occur

Staff will be present at the meeting to answer any questions and requests approval of the following documents from the committee in order to present them to the Board at the January meeting.

- Annotated Annual Goals and Objectives from 2018 & Annual Goals and Objectives for 2019 and beyond
- Master Plan Update for 2019
- Vehicle/Equipment Replacement Schedule
- Five Year Capital Improvement Plan

SUMMARY OF PROCESS

Each year the Geneva Park District updates and revises the Long Range Plan Annual Goals and Objectives of the district. Input and direction for this process comes from park district staff, the Board of Commissioners, the master plan, and the most recent community survey results. The park district attempts to plan for improvements to programs and facilities that will serve the majority of its residents.

The Mission Statement, Annual Goals and Objectives and the Master Plan are tools used to prepare budgets and finance plans. Each year's budget or funding availability will dictate what programs and projects we may be able to accomplish. The park district staff and board members will attempt to accomplish their goals to the best of their ability.



Geneva Park District

Short and Long Range Plan

Annual Goals & Objectives

2019/20 Update

Mission Statement

The mission of the Geneva Park District is to provide recreational programs, facilities, and open space that will enhance the quality of life for residents of all age groups and abilities.

Summary of Goals

1. The Geneva Park District will provide a safe environment at all programs, properties, and facilities.
2. The Geneva Park District will attempt to construct new facilities and acquire additional open space for park sites and facilities to meet the needs of District residents.
3. The Geneva Park District will provide and maintain a quality system of existing parks, trails and facilities by updating and improving each site as per recent surveys and the Master Plan.
4. The Geneva Park District will provide creative programs and facilities to meet the needs of its residents as influenced by evaluations, surveys, the Master Plan and other research tools.
5. The Geneva Park District will continue cooperative efforts with other governmental agencies and local service organizations to build strategic alliances. Functioning as a best management organization requires strong partnerships as a way of developing value for the taxpayers.
6. The Geneva Park District will continue to meet population growth demands by hiring additional personnel as needed, by retaining competent present personnel, and by training new personnel accordingly. The District is an equal opportunity employer and provides equal employment opportunities to all qualified persons. We will assure that the workplace culture for our employees fosters professional growth and assures an overall positive working atmosphere. We will dedicate ourselves toward enhanced use of technology by making improvements to the communications network, when necessary.
7. The Geneva Park District will offer educational programs, classes, and stewardship opportunities that increase the environmental literacy of residents and will adopt environmentally friendly business practices that are fiscally responsible to conserve resources, educate the community and provide best practices in resource management and sustainability.
8. The Geneva Park District will strive to strengthen and maintain fiscal health and stability. Availability of funding and overall good financial health is a prerequisite for carrying out the goals and objectives of the District.

Geneva Park District	Annual Goals and Objectives
----------------------	-----------------------------

Goal #1 The Geneva Park District will provide a safe environment at all programs, properties, and facilities.

DEPARTMENT	OBJECTIVES	YEAR	STATUS
ADMINISTRATION	SHORT-TERM		
	• Update all staff on current CPR/AED standards.	2019-2020	Ongoing
	LONG-TERM		
	• Prepare for PDRMA Review in 2023.	2023-2024	
	ONGOING		
	• N/A		
PARKS	SHORT-TERM		
	• Complete required annual PDRMA trainings and develop required policies as recommended.	2019-2020	Ongoing
	• Add seasonal training plan for PT employees.	2019-2020	Ongoing
	• Continue installation of fibar and investigate alternative installation methods for safety surface applications.	2019-2020	Ongoing
	• Implement electronic work order and asset management system for facility inspection and repair.	2017-2020	PC
	• Complete chainsaw basic training for all full time parks staff.	2019-2020	
	LONG-TERM		
	• Implement an ADA transition plan to obtain compliance for all facilities, parks and services.	2014-2020	PC
	ONGOING		
	• Complete defensive driving training twice per year for all staff driving Park District vehicles that includes seasonal staff and follow up with winter weather conditions.	2019-2020	Ongoing
	• Continue to educate and certify certain full-time Parks Dept. employees concerning playground inspections, reports and maintenance.	2019-2020	Ongoing
	• Set facility & park inspection schedule and adhere to it throughout the year to ensure that all facilities and parks are inspected appropriately with documentation.	2019-2020	Ongoing
	• Include 1-3 safety trainings @ each full-time staff meeting.	2019-2020	Ongoing
	• Further develop intruder policies.	2019-2020	
	• Attend additional prescribed burn training as necessary.	2019-2020	Ongoing
	• Develop and implement invasive tree and plant species control plan.	2017-2019	€
	• Continue to educate select parks staff in tree, turf and natural area maintenance.	2019-2020	Ongoing

RECREATION	SHORT-TERM		
	• Complete PDRMA Review.	2018	€
	• Revise safety program in-line with PDRMA Review and Recommendations.	2019-2020	
	LONG-TERM		
	• Research lightening protection at facilities.	2019-2020	
	ONGOING		
	• Perform and document spring storm drills, fall fire drills and annual intruder training at Kids' Zone, SPRC, GCC, PFP, Playhouse 38 and Friendship Station.	2019-2020	Ongoing
	• Provide Board with bi-annual Safety Committee Reports.	2019-2020	Ongoing
	• Continue to increase safety awareness among full-time staff and instructors by increased training and communication at meetings in addition to biannual full- time staff meetings.	2019-2020	Ongoing
	• Continue quarterly staff meetings for Recreation Dept., Parks Dept., and Front Office for special training sessions re: safety issues and awareness.	2019-2020	Ongoing
	• Maintain an efficient checklist to make sure all staff and volunteers have updated applicable certifications for First Aid, CPR and Coaches training as well as a completed background check.	2019-2020	Ongoing
FACILITIES	SHORT-TERM		
	• Review and recommend soutuon for confined space issues within the district.	2019-2020	
	• Install surveillance cameras at Parks fuel stations.	2019-2020	C
	LONG-TERM		
	• Outdoor surveillance cameras at facilities.	2019-2020	
	ONGOING		
	• Implement emergency response training at Park District facilities, Kids' Zone & Preschool.	2019-2020	Ongoing
	• Train and implement winter ice control process including pre-treatment.	2019-2020	Ongoing

Geneva Park District	Annual Goals and Objectives
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Goal #3 The District will provide and maintain a quality system of existing parks and facilities by updating and improving each site per the most recent Community Survey and Master Plan.

DEPARTMENT	OBJECTIVES	YEAR	STATUS
PARKS	SHORT-TERM		
	• Complete a tree audit system to account for new plantings, maintenance & removals, as well as the location of all memorials.	2015-2019	PC
	• Develop Peterson property.	2018-2025	
	• Final plan for Bennett North property.	2018-2020	
	• Replace FRT signage per Kane County plan.	2017-2019	C
	• Resurface Fox River Trail or portions thereof as necessary.	2019-2020	Ongoing
	• Restore historic windows & front door of Peck House (Phased Project).	2016-2019	PC
	• Update interpretive signage at Peck Farm Park.	2017-2019	PC
	• Investigate cost and work schedule to repair basement of Peck House.	2016-2018	C
	• Restore Good Templar Acquisition Property.	2015-2020	PC
	• Work with UP on retaining wall between south access road at Island Park and railroad property.	2015-2020	PC
	LONG-TERM		
	• Add Active Older Adult playground apparatuses where applicable.	2016-2018	INC
	• Investigate use of sustainable methods of technology for buildings & facilities (ie wind power, solar panels, green roofing).	2019-2020	Ongoing
	ONGOING		
	• Remove and replace ash trees and other compromised trees and plants with native and Illinois hardy species.	2019-2020	Ongoing
	• Restore baseball infields and outfields as necessary.	2019-2020	Ongoing
	• Implement a natural area work plan inventory to gauge progress and implement maintenance and procedures to promote healthy sustainable landscapes.	2019-2020	C/Ongoing
	• Continue development of prairie at River Park and other natural areas throughout district.	2019-2020	Ongoing
DEPARTMENT	OBJECTIVES	YEAR	STATUS
RECREATION / FACILITIES	SHORT-TERM		
	• Prepare sign audit and replacement at Stone Creek Miniature Golf.	2019-2020	
	LONG-TERM		
	• Miniature Golf Hut re-build.	2019-2021	PC

• Install pickleball lines on some tennis courts.	2019-2021	
ONGOING		
• Seal surface at all Park District tennis courts and basketball courts as needed.	2019-2020	Ongoing
• Implement a 2-3 year rotation of baseball field laser grading.	2019-2020	Ongoing
• Make annual improvements to the Links Disc Golf Course, including new artificial turf around baskets.	2019-2020	Ongoing
• Update Sunset Pool locker rooms.	2019-2021	
• Investigate replacing SPRC batting cage with a divider for Court 1.	2019-2020	On Hold
• Complete in depth Sunset Community Center Facility Satisfaction survey to increase customer satisfaction.	2019-2020	Ongoing
• SCC roof replacement.	2016-2021	PC
• SCC HVAC replacement.	2016-2021	PC
• Evaluate all roofing systems and create preventative maintenance and replacement plans.	2019-2020	Ongoing

Geneva Park District		Annual Goals and Objectives	
Goal #4	The Geneva Park District will provide creative programs and facilities to meet the needs of its residents per the surveys, Master Plan and other research tools.		
DEPARTMENT	OBJECTIVES	YEAR	STATUS
ADMINISTRATION/ FINANCE	SHORT-TERM		
	• N/A	-	-
	LONG-TERM		
	• N/A		
	ONGOING		
	• Investigate the addition of social networking sites and other internet options to screen potential employees.	2019-2020	Ongoing
	• Increase "wellness" focused programs.	2019-2020	Ongoing
	• Review programs and the registration process for possible updates and computer technology upgrades.	2019-2020	PC
	• Utilize widely used email/text messaging as a communication link with program participants.	2018-2019	PC
	RECREATION	SHORT-TERM	
• Expand cultural arts program offerings to include all ages.		2017-2020	C/O
• Increase overall benefits & awareness of facilities & trails per Community Survey results.		2019-2020	Ongoing
• Eliminate AOA variety programming and re-brand to be inclusive of all adults.		2018-2020	INC
• Expand program offerings with a focus on evenings and weekends for working parents.		2019-2020	
• Increase program offerings including nature and cooking classes for adults per Community Survey.		2017-2020	PC
• Increase River Front programming by utilizing River Park & Island Park as per the Community Survey.		2017-2020	PC
• Increase special interest programming for adults per Community Survey results.		2019-2020	Ongoing
• Increase programming and camp participation at Peck Farm Park to increase revenue by 10% per year.		2016-2020	PC
• Research "drop-in" option for fitness programs.		2019-2020	
• Expand pre-school including full day option.		2019-2020	C/Ongoing
• Increase tumbling and beginning gymnastics participation.		2019-2020	Ongoing
• Continue to communicate with parents and increase participant satisfaction of swim lesson program.		2019-2020	C/O
• Increase outdoor programming, fitness, gardening, etc.		2019-2020	PC
• Consider newly acquired River Park for future outdoor programs and special events, including concerts.		2017-2018	C

LONG-TERM		
• Expand Kids' Zone.	2015-2020	PC/Ongoing
• Consider preschool before/after care.	2019-2020	
• Re-brand entire district to "BestLife".	2019-2020	
ONGOING		
• Continue to expand Family Programs.	2019-2020	Ongoing
• Continue growth at Adult Athletic leagues including Pickleball.	2019-2020	
• Expand Toddler and Youth programs.	2019-2020	
• Increase marketing efforts for general programs.	2019-2020	
• Continue to implement pricing program matrix for select programs and facilities.	2019-2020	Ongoing
• Increase customer satisfaction with times programs are offered per Community Survey results.	2019-2020	Ongoing
• Work with Marketing/Public Relations Coordinator to increase promotions of programs and special events with decreased participation.	2019-2020	Ongoing
• Continue to expand High School Sports leagues.	2019-2020	Ongoing
• Continue to expand youth fitness programs.	2019-2020	Ongoing
• Expansion of Cultural Arts programs-most notably special events.	2019-2020	Ongoing
• Increase variety of programming at PFP, Playhouse 38 & river front per Community Survey results.	2019-2020	Ongoing
• Evaluate Halloween events for future viability and growth.	2019-2020	Ongoing
• Increase health & wellness programming for all ages per Community Survey results.	2019-2020	Ongoing
• Streamline sponsorship efforts to fully realize sponsorship potential.	2019-2020	Ongoing
FACILITIES	SHORT-TERM	
	• Work to maximize program space utilizing all facilities including Parks & Peck Farm.	2019-2020 Ongoing
	LONG-TERM	
	• N/A	
	ONGOING	
	• Continue to implement retention programs at SRFC & SPRC.	2019-2020 Ongoing
	• Continue TRX programs & additional small group fitness programs, and personal training.	2019-2020 C/Ongoing
	• Increase marketing efforts for miniature golf course and Sunset Pool & Mill Creek Pool and spraygrounds.	2019-2020 Ongoing
	• Increase focus and marketing on corporate memberships.	2019-2020

• Expansion of girls sports leagues-investigate/implement "travel" teams.	2017-2020	Inc
• Increase participation at summer special events (concerts, cook-outs, movies) by creating a better awareness and incorporating more activities.	2019-2020	Ongoing/C
• Increase special events at pools.	2019-2020	C/Ongoing
• Introduce new marketing campaign and staff training at fitness centers.	2018-2020	Ongoing
• Maximize programming at Peck with potential program space in Red Barn.	2019-2022	

PARKS

SHORT-TERM		
• Greenhouse propagation classes.	2019-2020	
• Research a volunteer stewardship program for parks and natural areas that will enlist volunteers in Natural Areas Management.	2019-2020	

Geneva Park District	Annual Goals and Objectives
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Goal #5 The Geneva Park District will continue cooperative efforts with other governmental agencies and local service organizations to build strategic alliances. Functioning as a best management organization requires strong partnerships as a way of developing value for the taxpayers.

DEPARTMENT	OBJECTIVES	YEAR	STATUS
ADMINISTRATION/ FINANCE	SHORT-TERM		
	• N/A		
	LONG-TERM		
	• N/A		
	ONGOING		
	• Continue to work with the City of Geneva regarding the Strategic Plan Bike/Pedestrian issues. Work should be financed between City, Park District, Forest Preserve & Township.	2019-2020	Ongoing
PARKS	• Continue to meet with legislators to inform them of park District issues.	2019-2020	Ongoing
	SHORT-TERM		
	• Work with Garden Club/install irrigation.	2017-2019	€
	• Work with Garden Club on re-design of park.	2019-2020	
	LONG-TERM		
	• Promote cooperative training with other "like" agencies.	2019-2020	-
RECREATION	• Research cooperative use of equipment between "like" agencies.	2019-2020	
	ONGOING		
	• Research land acquisition possibilities with Forest Preserve District, City and School District.	2019-2020	Ongoing
	SHORT-TERM		
	• N/A		
	LONG-TERM		
	• N/A		
RECREATION	ONGOING		
	• Conduct joint programs with the Library, School District, Forest Preserve and other Park Districts.	2019-2020	Ongoing
	• Continue developing the Kane County Naturalist Network with the Forest Preserve and nearby Park Districts.	2019-2020	Ongoing
	• Continue to develop and maintain positive relationships with all affiliate organizations for the purpose of advancing opportunities for youth.	2019-2020	Ongoing

- Reviewing & updating IGAs with School District.
- Work with the School District to develop Intergovernmental Agreements as a way to enhance value for the taxpayers by sharing resources.
- Work with the City of Geneva to develop Intergovernmental Agreements as a way to enhance value for the taxpayers by sharing resources.
- Work with the Library District to develop Intergovernmental Agreements as a way to enhance value for the taxpayers by sharing resources.
- Continue to cooperate with the Youth Coalition to promote positive choices.
- Work with Chamber of Commerce on events and marketing of Geneva Park District.
- Schedule quarterly meetings with School District to review programs and facility usage.

2019-2020	Ongoing
2019-2020	Ongoing
2019-2020	Ongoing
2019-2020	Ongoing
2019-2020	Ongoing
2019-2020	Ongoing
2019-2020	Ongoing

Geneva Park District	Annual Goals and Objectives
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Goal #6 The Geneva Park District will continue to meet population growth demands by hiring additional personnel as needed, by retaining competent present personnel, and by training new personnel accordingly. The District is an equal opportunity employer and provides equal employment opportunities to all qualified persons. We will assure that the workplace culture for our employees fosters professional growth and assures an overall positive working atmosphere. We will dedicate ourselves toward enhanced use of technology by making improvements to the communications network, when necessary.

DEPARTMENT	OBJECTIVES	YEAR	STATUS
ADMINISTRATION/ FINANCE	SHORT-TERM		
	• N/A	-	-
	LONG-TERM		
	• Reduce paper in employment files by electronically storing files where possible.	2019-2020	Ongoing
	ONGOING		
	• Per law, new Board members need to complete electronic training on Open Meetings Act within 90 days of taking the Oath of Office.	2019-2020	Ongoing
	• Continue to schedule and improve the new employee orientation system whereby all employees are trained on Park District Customer Service Standards.	2018-2019	C
	• Update computer system software as necessary. Continue to update and improve website.	2019-2020	Ongoing
	• Develop new onboarding and offboarding employee programs.	2018-2020	PC
	• Assess the salaries and benefits for part-time and full-time employees.	2018-2020	PC
PARKS	• Encourage continuing education and training for all full time staff.	2019-2020	Ongoing
	• Develop a culture of continuous improvements.	2019-2020	Ongoing
	SHORT-TERM		
	• Investigate a phone app for park maintenance system.	2019-2020	
	• Investigate a phone app for playground safety inspection record keeping.	2017-2020	
	• Implement asset management work order system.	2019-2020	

	LONG-TERM		
	• N/A	-	-
	ONGOING		
	• Continue volunteer program for Peck Farm to operate butterfly house, assist with programs & operations.	2019-2020	Ongoing
	• Expand volunteer program to include assistance with Natural Areas management.	2019-2020	Ongoing
	• Hold staff training and communication meetings at least twice per year.	2019-2020	Ongoing
	• Continue to research new ideas for park maintenance and equipment to improve efficiencies.	2019-2020	
DEPARTMENT	OBJECTIVES	YEAR	STATUS
RECREATION	SHORT-TERM		
	• Continue to implement ID Badges for all GPD employees.	2019-2020	PC/O
	• Complete and implement intern program.	2019-2020	PC
	LONG-TERM		
	• Expand laptop computer use to recreation staff as replacement occurs.	2017-2018	C
	ONGOING		
	• Implement service quality task force standards and procedures to achieve service quality goals based on Community Survey Results.	2019-2020	Ongoing
FACILITIES	SHORT-TERM		
	• Cross-train front office staffs at both facilities.	2019-2020	
	LONG-TERM		
	• N/A		
	ONGOING		
	• Continue training fitness center staff so they fully understand equipment, operations and safety measures.	2019-2020	Ongoing
	• Develop comprehensive pool inservice plan to ensure successful seasonal audits.	2019-2020	
	• Offer winter/spring training for Starguard lifeguard certification if necessary with additional staff for pool.	2019-2020	Ongoing
	• Hold staff training meetings for seasonal staff 2-3 times per season.	2019-2020	Ongoing
	• Evaluate seasonal staff at mid-point and end of season.	2019-2020	Ongoing
	• Evaluate all staff at least annually.	2019-2020	Ongoing
	• Continue to develop and implement fitness facility training program/manual consistent at both buildings.	2019-2020	Ongoing
	• Prepare & implement Quality Assurance Program for locker room cleanliness at pools to increase customer satisfaction.	2019-2020	Ongoing

Goal #7 The Geneva Park District offers educational programs, classes and stewardship opportunities that increase environmental literacy of residents and will adopt environmentally friendly business practices that are fiscally responsible to conserve resources, educate the community and provide best practices in resource management.

DEPARTMENT	OBJECTIVES	YEAR	STATUS
PARKS	SHORT-TERM		
	• Implement a composting demonstration at Peck Farm Park.	2017-2020	PC
	• Research with PDRMA using volunteers to help Parks Dept.	2019-2020	
	• Develop and implement public programs for recycling batteries and light bulbs.	2019-2020	Ongoing
	LONG-TERM		
	• Develop and implement plan for paperless office.	2019-2020	Ongoing
	• Replace ballfield lights with upgrade to better automation and reduced energy.	2019-2022	
	ONGOING		
	• Actively seek and implement ways to conserve and protect water and soil, enhance air quality, limit the production and release of damaging pollutants, and protect wildlife.	2019-2020	Ongoing
	• Office Green Initiatives: Reduce waste production, reuse and recycle materials from facility and park operations, and handle hazardous and all other wastes according to lawful and safe procedures.	2019-2020	Ongoing
	• Actively seek and implement ways to conserve energy resources and investigate methods of applying alternative energy technologies.	2019-2020	Ongoing
	• Develop "no idling" policy.	2019-2020	
	• Training on reduction of salt use for winter ice control-develop signage explaining environmental impacts of salt.	2019-2020	
	• Purchase products for use in facility and park operations, which minimize negative environmental impacts, taking into consideration the effects of product production, use, storage and disposal.	2019-2020	Ongoing
	• Protect and restore indigenous natural communities such as grass lands, woodlands & wetlands and promote the reclamation, acquisition, preservation & management of other open space areas, including river corridors, greenways & trails.	2019-2020	Ongoing
	• Acquire electric and propane vehicles and equipment as opportunities present.	2019-2020	Ongoing

• Research changing completely to liquid application for ice/snow control.	2019-2020	
• Research solar energy for summer pool operations.	2019-2020	
• Provide education and interpretative opportunities for staff and public to increase appreciation for the natural world & promote environmentally conscious lifestyles, emphasizing selective consumption & low-impact resource use.	2019-2020	Ongoing
• Continue to recycle paper, plastic and metals using waste hauler or scrap metal recyclers.	2019-2020	Ongoing
• Use LEED guidelines when fiscally prudent in the construct of new facilities.	2019-2020	Ongoing
• Implement Natural Areas Management Plan to establish long term goals.	2019-2020	Ongoing
• Burn natural areas 1 x per year, weather permitting.	2019-2020	Ongoing
• Implement improved energy use plans per energy audit.	2019-2020	PC

Geneva Park District	Annual Goals and Objectives
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Goal #8 The Geneva Park District will strive to strengthen and maintain fiscal health and stability. Availability of funding and overall good financial health is a prerequisite for carrying out some of the goals and objectives of the District.

DEPARTMENT	OBJECTIVES	YEAR	STATUS
ADMINISTRATION/ FINANCE	SHORT-TERM		
	<ul style="list-style-type: none"> Implement DOL minimum salary amount for exempt employees- Dec. 1, 2016 and update future minimum amounts with the update January 1, 2020 and overtime. 	2017-2018	Pending
	<ul style="list-style-type: none"> Approve Resolution to approve reimbursements for travel expense for board members according to the Illinois Local Government Travel Expenses. 	2017-2018	C
	LONG-TERM		
	<ul style="list-style-type: none"> Develop a multi-year operating budget as a tool for future financial planning. 	2018-2019	C
	ONGOING		
	<ul style="list-style-type: none"> Continue to implement formal pricing strategy and guidelines for all District programs and operations. 	2019-2020	Ongoing
	<ul style="list-style-type: none"> Provide financial education to the board and public so as to provide a better understanding of the District's financial position and its relations to other micro- economic conditions. 	2019-2020	Ongoing
	<ul style="list-style-type: none"> Provide monthly Investment Reports to the Board at the Regular Board Meeting. 	2019-2020	Ongoing
	<ul style="list-style-type: none"> Provide monthly Revenue & Expenditure reports to the Board at the Regular Board Meeting. 	2019-2020	Ongoing
	<ul style="list-style-type: none"> Ensure safety of District's cash and investments while maximizing rate of return on investments. Return on investment is of secondary importance compared to the safety of investments. 	2019-2020	Ongoing
	<ul style="list-style-type: none"> Ensure annual tax levy includes new growth and inflationary increases to meet additional demand and maintain existing levels of services. 	2019-2020	Ongoing
	<ul style="list-style-type: none"> Issue biennial Limited General Obligation Bonds to fund the District's Capital Improvement Plan. Consider purchase of bonds to provide savings in bond issuance costs and generate investment income revenue. 	2019-2020	Ongoing
	<ul style="list-style-type: none"> Reduce dependence on Real Estate taxes by further diversifying revenue streams, reducing expenditures and/or introducing cost efficiencies where possible. 	2019-2020	Ongoing
	<ul style="list-style-type: none"> Maintain or improve District's credit rating. 	2019-2020	Ongoing
	<ul style="list-style-type: none"> Maintain Fund Balance Policy on an annual basis. 	2019-2020	Ongoing

- . Maintain our Certificate of Achievement Award from GFOA demonstrating transparency and full disclosure in the District's financial statements.
- . Conduct quarterly departmental revenue/expense meetings to evaluate and control budget.

2019-2020	Ongoing
2019-2020	Ongoing



Geneva Park District

2019

Master Plan Update Details

January, 2019

GENEVA PARK DISTRICT- FIVE YEAR CIP

CONSTRUCTION FUND SUMMARY

	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET
<u>REVENUES</u>					
Investment Income	\$ 38,760	\$ 39,535	\$ 40,326	\$ 41,132	\$ 41,955
Bond Issues	-	1,632,160	-	1,681,492	-
Grant Revenue	400,000	-	-	150,000	-
Land Cash Revenue	147,000	50,000	50,000	50,000	50,000
Reimbursements	50,000	50,000	50,000	50,000	50,000
Farming Revenue	1,000	1,000	1,000	1,000	1,000
Donations- GPD Foundation	10,000	10,000	10,000	160,000	10,000
Audit Transfer	1,400,000	1,400,000	1,500,000	1,700,000	1,800,000
Fund Balance	-	-	-	-	-
Total Revenue	2,046,760	3,182,695	1,651,326	3,833,624	1,952,955

EXPENDITURES

C-1100- PLANNING, CONSULTING, GRANT CONSULTANTS

Landscape Architect C-1105	60,000	60,000	30,000	50,000	50,000
Architects/Engineers C-1106	60,000	60,000	60,000	60,000	60,000
Master Plan/Comm. Survey C-1108	45,000	-	-	-	45,000
Grant Consultant C-1120	12,000	12,360	12,731	13,113	13,506
Legal/ Bond Issue Expense C-1150	25,000	35,000	25,000	35,000	25,000

C-1200- BUILDINGS & IMPROVEMENTS

SPRC C-1210	50,000	50,000	50,000	50,000	200,000
Sunset Fitness & Comm Ctr. C-1220	550,000	1,550,000	50,000	50,000	50,000
Parking Lot Repairs C-1230	152,797	58,000	112,989	217,946	139,348
Wheeler Maint. Facility C-1240	200,000	5,000	5,000	5,000	5,000
Sunset Swimming Pool C-1250	75,000	75,000	375,000	75,000	75,000
Mill Creek Swimming Pool C-1260	20,000	10,000	10,000	10,000	10,000
Roof Repairs C-1270	12,000	12,000	12,000	12,000	12,000
Tennis Courts C-1280	50,000	100,000	15,000	15,000	15,000
Envrionmental Green Initiatives C-1290	1,200	1,200	1,200	1,200	1,200

C-1300- PARKS, PLAYGROUNDS IMPROVEMENTS & ACQUISITIONS

Skate Park C-1302	3,000	1,000	1,000	1,000	1,000
Bennett Pk Stream Stabiliz C-1304	2,500	2,500	2,500	2,500	2,500
Island Park C-1305	20,000	5,000	200,000	200,000	200,000
Island Park Bridge C-1306	2,000	2,000	2,000	2,000	2,000
Soccer Fields C-1307	150,000	2,500	2,500	2,500	2,500
Fox River Trail Repairs/Imp C-1308	30,000	30,000	30,000	30,000	30,000
Football & Lacrosse Fields C-1309	1,000	1,000	1,000	1,000	1,000
Baseball Fields & Parking C-1310	25,000	25,000	25,000	25,000	25,000
Park Trail Improvements C-1311	83,477	76,439	74,847	75,404	73,604
Play Equip Repairs/Replace C-1312	300,000	250,000	150,000	300,000	300,000
Community Gardens C-1313	25,000	5,000	5,000	5,000	5,000
Nature Playground C-1314	5,000	5,000	5,000	5,000	5,000
Stonecreek Mini Golf C-1331	10,000	10,000	10,000	310,000	10,000
Moore Park Sprayground C-1340	5,000	5,000	5,000	5,000	5,000
Land Acquisition C-1378	8,000	8,240	8,487	458,742	9,004

GENEVA PARK DISTRICT- FIVE YEAR CIP

CONSTRUCTION FUND SUMMARY

	2019-20 BUDGET	2020-21 BUDGET	2021-22 BUDGET	2022-23 BUDGET	2023-24 BUDGET
PF Maintenance Facility C-1398	10,000	10,000	10,000	10,000	10,000
Peck Farm C-1399	1,365,000	75,000	75,000	75,000	75,000
C-1400- LANDSCAPING & GROUNDSKEEPING					
Trees & Shrubs C-1450					
Natural Areas C-1455	10,000	10,000	10,000	10,000	10,000
Park Turf Treatment C-1457	40,000	40,000	40,000	40,000	40,000
C-1500- OPERATING EQUIPMENT & VEHICLES					
Vehicle & Maint Equipment C-1505	153,756	153,878	144,420	150,181	155,934
Office Equip Replacement C-1570	51,651	29,841	41,038	45,240	32,448
C-1600- RECREATION EQUIPMENT & REPAIRS					
Gymnastic Supplies C-1616	3,000	3,000	3,000	3,000	3,000
C-1900- CONSTRUCTION EMERGENCY REPAIRS & REIMBURSEMENT					
School/Park Facility Repairs C-1902	15,774	16,090	16,412	16,740	17,075
Emergency Maint & Repairs C-1903	50,000	50,000	50,000	50,000	50,000
WAS & HSS Gymnasiums C-1905	5,000	5,000	5,000	5,000	5,000
Total Expenditures	\$ 3,687,155	\$ 2,850,048	\$ 1,676,124	\$ 2,422,565	\$ 1,771,118
Surplus (Deficit)	(1,640,395)	332,647	(24,798)	1,411,059	181,837
Beginning Fund Balance	4,902,573	3,262,178	3,594,825	3,570,027	4,981,086
Plus YE Adjustments	-	-	-	-	-
Ending Fund Balance	3,262,178	3,594,825	3,570,027	4,981,086	5,162,923

**GENEVA PARK DISTRICT
CAPITAL IMPROVEMENT FUND - PROJECT DESCRIPTIONS
JANUARY 2019**

- C-1105 Landscape Architect - Retain landscape architects and engineers for the design, bidding and development phases of new park projects and renovating parks.
- C-1106 Architects/Engineers - Retain architect/engineer to review and determine grade elevation needs for park development, and to consult on new and existing facility/park design.
- C-1108 Master Plan/Community Survey/Consulting Fees – Retain consultants to assist in developing future master plans for growth and trends. Also to ensure current and future recreational and open space needs of the community are addressed as well as other planning and evaluation tools.
- C-1120 Grant Consultant – Retain grant consultant to prepare grant applications for County, State and Federal grants as they become available.
- C-1150 Legal and Bond Issue Expenses - Legal fees and bond issue expenses related toward capital improvements, land acquisition, etc. Includes Geneva Park District general counsel, bond counsel, and financial analysis firm.
- C-1210 Stephen D. Persinger Recreation Center – Maintenance, repairs and improvements for entire building and outdoor landscape areas including floor surfaces, locker rooms, weight room, and program rooms. Net revenue from this facility needed for future expansion and repairs.
- C-1220 Geneva Community Center/Sunset Racquetball & Fitness Center Repairs – Maintenance, repairs and improvements for entire building and outdoor landscape areas including floor surfaces, locker rooms, weight room, and program rooms. Net revenue from this facility needed for future expansion and repairs.
- C-1230 Parking Lot Repairs - Sealcoating, patching, resurfacing, and striping of parking lots, asphalt trails, certain basketball courts and replacement of parking barriers and lights as necessary.
- C-1240 Wheeler Park Maintenance Facility – Improvements and repairs to buildings and grounds, including greenhouses.
- C-1250 Sunset Swimming Pool – Repair, improve or expand Sunset Pool. Net revenue from this facility needed for future expansion and repairs.
- C-1260 Mill Creek Pool – Repair or improve Mill Creek Pool.
- C-1270 Roof Repairs – Roofing repairs to all Geneva Park District buildings.
- C-1280 Tennis Courts - New tennis courts and court repairs including lights.
- C-1290 Environmental Green Initiatives – Purchase materials or equipment to assist in achieving the Park District's goal to increase recycling and incorporate other energy efficient green initiatives.
- C-1302 Skate Park – Repairs, improvements and new amenities to skate facility.

- C-1304 Bennett Park –Improvements and restoration to the shoreline at Bennett Park, Good Templar acquisition and Bennett North.
- C-1305 Island Park & Old Mill Park - Vegetation protection & landscaping. Future wall replaced at Northeast section of Island. Erosion control measures at Island Park and Old Mill Park. Maintenance and repairs to Old Mill Park hardscape.
- C-1306 Island Park Bridges – Repairs/replacement of the Island Park bridges.
- C-1307 Soccer Fields –Repair existing and construct new soccer fields and parking.
- C-1308 Fox River Trail Improvements – Signage, asphalt or sealcoating to existing path system. Includes paths at the Nicor Trail and other regional trails.
- C-1309 Football Fields - Repair existing and construct new football fields and parking.
- C-1310 Baseball Fields & Parking – Repair existing and construct new baseball fields and parking.
- C-1311 Park Trail Improvement – Signage, asphalt or sealcoating to the Peck Farm Paths, small bike trails within neighborhood & community parks.
- C-1312 Repairs and Replacement of Park Amenities and Play Equipment – Repairs and replacement of existing park amenities and playground equipment as necessary per schedule including landscaping and Fibar playground surface.
- C-1313 Community Gardens – Funds for the development of Community Garden Plots in partnership with the City of Geneva and the Kane County Forest Preserve.
- C-1314 Nature Playground – Funds for the maintenance and repair of the Nature Playground at Peck Farm Park.
- C-1331 Stonecreek Mini Golf - Repairs or improvements to the miniature golf course. Net revenue from this facility needed for future expansion and repairs.
- C-1340 Moore Park Sprayground - Repairs to Moore Park and Sprayground.
- C-1378 Land Acquisition - Land acquisition and related items such as surveys, appraisals, etc.
- C-1398 Peck Farm Maintenance Facility - Improvements and repairs to the facility and grounds.
- C-1399 Peck Farm Park – Improvements to the lake, habitat restoration, tree plantings, path system. Phase III & IV including Units D and stewardship as dictated by 2002 Peck Farm Master Plan. Maintenance and repair of historic buildings.
- C-1450 New Trees and Shrubs - Replacement of trees and shrubs for any existing park as needed. Includes Ash tree replacement and GPD Foundation Living Tree Program projects.
- C-1455 Natural Areas – Repairs or improvements to natural areas throughout the district. Stewardship services for all parks other than Peck Farm Park.

- C-1457 Park Turf Treatment - Re-seed and fertilize parks. Contract with weed spraying company to control broadleaf weeds in all parks.
- C-1505 Vehicle and Maintenance Equipment - Replace existing and purchase new vehicles and operating equipment as per schedule. Major repairs to equipment.
- C-1570 Office Equipment Replacement – Purchase new office equipment, such as desks, file cabinets, printers, fax machines, computers and software and hardware for network system, etc.
- C-1616 Gymnastics Supplies - Purchase new equipment such as exercise mats and gymnastics apparatuses for the gymnastics program at the high school and tumbling equipment at the community center.
- C-1902 School District/Park District Facility Repairs - Joint capital improvement projects, and repair and maintenance of the Kids' Zone Before and After School Program sites as well as other school district buildings where Park District programs are conducted.
- C-1903 Emergency Maintenance and Repairs - Emergency maintenance and repairs to existing facilities, parks, etc. that are not anticipated or budgeted. Emergency tree removal due to storm damage is included in this account. Weather related phone, internet, cable emergency repair.
- C-1905 Western Avenue and Harrison St. Gymnasiums - Maintenance and repairs of Western Avenue School and Harrison Street School Gymnasiums. These improvements would be joint projects with the school district. Presently have a long-term interest-bearing account with school district for future major repairs. Includes bleacher improvements as required by State of Illinois.

SRA Fund - Member contribution for Special Recreation services through FVSRA including inclusion services and any other expenditures associated with special needs and/or ADA accessibility. Improvements to facilities and parks to implement and complete the Park District's ADA Transition Plan.

**GENEVA PARK
DISTRICT
CAPITAL IMPROVEMENT FUND - FIXED COST ITEMS
JANUARY 2019**

- Replace, repair and purchase additional playground equipment as needed.
- Replace, repair and purchase additional picnic tables, benches, bleachers, recycling containers, signs and drinking fountains as needed.
- Replace, repair and purchase additional vehicles as needed.
- Replace, repair and purchase additional maintenance equipment as needed.
- Resurface parking lots, replace lights and barriers as needed.
- Resurface tennis courts, repair fencing and lights as needed.
- Replace, repair and maintain buildings as needed.
- Replace, repair and maintain restrooms as needed.
- Replace and purchase additional trees as needed. Removal of Ash trees and other hazardous trees.
- Replace, repair and maintain ball diamond lights, fencing and grounds as needed.
- Replace, repair and maintain football fields & irrigation as needed.
- Replace, repair and maintain soccer & lacrosse fields as needed.
- Resurface, sealcoat and repair all bike/pedestrian trails as needed.
- Replace, repair and maintain office equipment as needed.
- Replace, repair and maintain computer system as needed.
- Provide payment for legal fees and bond issue expenses as needed.
- Provide consulting for Community Survey, Master Plan and other planning and evaluation tools.
- Provide payment for architectural and engineering expenses as needed.
- Replace and maintain Stone Creek Miniature Golf Course building and the Links Disc Course equipment & utilities, landscaping & golf holes as needed.
- Replace, repair and improve Wheeler Park Maintenance Garage as needed including painting and roof repairs and adding indoor space as needed.
- Replace, repair and maintain Community Gardens as needed.

- Replace, repair and maintain Wheeler Greenhouses as needed.
- Replace, repair and maintain Western Avenue School Gym/Park, Harrison Street School Gym and Friendship Station Preschool, Kids' Zone Before and After School Program buildings, tennis courts, grounds and equipment as needed.
- Repair, replace and maintain Sunset Pool buildings, lighting, parking lot, equipment and landscaping as needed.
- Repair, replace and maintain Mill Creek building, lighting, parking lot, equipment and landscaping as needed.
- Replace, repair and maintain the Stephen D. Persinger Recreation Center and Sunset Community Center buildings, grounds and equipment as needed.
- Replace, repair and maintain the Peck Farm Park Interpretive Center, maintenance facility, buildings, grounds, and equipment and as needed including house windows, front door, basement and cupola.
- Replace, repair and maintain Hawks Hollow facility and equipment as needed.
- Repair/replace 3-Sided Barn and Orientation Barn siding.
- Replace, repair and maintain Skate Park facility and equipment as needed.
- Replace, repair and maintain Moore Park Sprayground equipment, surfacing & landscaping as needed.
- Replace, repair, maintain and enhance natural areas and incorporate best practices for natural area maintenance including invasive species removal and controlled burning.
- Provide funds for grant projects to match secured grant funding received through grant consultant.
- Obtain surveys, appraisals etc. and incur any other expenditures associated with land acquisition.
- Repair, replace, maintain gymnastics equipment as needed.
- Purchase OSHA and other safety equipment as needed.
- Replace, repair or retrofit equipment and facilities per ADA requirements.
- Replace, repair and maintain permanent landscaped areas as needed.
- Replace, repair and maintain River Park property and amenities as needed
- Capital improvements associated with Playhouse 38
- Sunset Pool Sprayground

GENEVA PARK DISTRICT																
VEHICLE/ EQUIPMENT REPLACEMENT SCHEDULE																
										FY						
DESCRIPTION	ASSET#	LOC	YEAR ACQ	ORIG COST	MILES	SALVAGE	LIFE/YRS	RESERVE	REPLACE DATE	REPLACE COST	NET	2019-20	2020-21	2021-22	2022-23	2023-24
Vehicles																
2010 Ford 15 Passenger Van	206	Rec	2010	40,730	24,200	3,825	12	4,521	2022	58,071	54,247			54,247		
2014 Ford F250 4x4 w/ plow & gate	214	Peck Fields	2014	31,370	15,400	3,465	10	3,869	2024	42,159	38,693					38,693
2018 Ford F450 Dump Truck	208	Wheeler	2018	33,129	14,700	3,660	10	4,086	2028	44,523	40,863					
2009 Dodge Van	213	Rec	2009	18,201	80,100	1,709	12	2,020	2021	25,950	24,241		24,241			
2016 Ford F150 (security)	218	Security	2016	25,180	22,400	4,455	6	4,269	2022	30,066	25,611			25,611		
2010 Ford 4X4 Dump	209	Wheeler	2010	33,694	14,900	3,722	10	4,156	2020	45,282	41,560	41,560				
2004 Ford Bus (26 passenger)	217	Rec	2004	68,388	39,342	5,293	15	6,750	2019	106,546	101,253					
2013 Ford F250 Pickup 4x4 with snow p	207	Wheeler	2013	28,245	18,500	3,120	10	3,484	2023	37,959	34,839				34,839	
2018 Ford 4x4	200	Wheeler	2018	27,519	35,000	3,344	9	3,618	2027	35,906	32,562					
2015 Ford Dump	216	Peck	2015	39,085	5,300	3,964	11	3,276	2026	40,000	36,036					
2013 Chevy 2500 4x4	201	Wheeler	2013	30,042	19,000	3,651	9	3,950	2022	39,198	35,547			35,547		
2014 Ford F250 4x4 w/ snow plow	202	Wheeler	2014	28,295	10,000	3,438	9	3,720	2023	36,919	33,480				33,480	
2015 Ford 4x4	203	Peck	2015	30,635	8,900	3,384	10	3,779	2025	41,171	37,787					
2015 Ford 4x4 liftgate	204	Peck	2015	31,485	14,200	3,478	10	3,884	2025	42,313	38,835					
2014 Ford F250 4x4 Super Cab	219	Wheeler	2014	25,645	32,400	3,471	8	3,627	2022	32,486	29,015			29,015		
2016 Ford F150	221	Peck	2016	25,180	9,300	3,060	9	3,310	2025	32,854	29,794					
2008 Ford F-450 Flatbed	205	Wheeler	2008	33,544	11,800	2,937	13	3,563	2021	49,260	46,324		46,324			
2017 Chevy Volt	220	Rec/Peck	2017	31,441	1,900	4,256	8	4,447	2025	39,829	35,573					
2014 Ford F250 4x4 Crew Cab	212	Parks Supt	2014	31,484	31,500	3,826	9	4,139	2023	41,079	37,254				37,254	
2014 Ford F-250 4x4 w/snow plow	215	Wheeler	2014	28,295	17,500	3,126	10	3,490	2024	38,026	34,901					34,901
2011 Ford F-250 4X4	210	Wheeler	2011	30,464	30,900	3,365	10	3,758	2021	40,941	37,576		37,576			
Facility Manager Truck							10									
Tractors																
					Hrs											
2001 John Deere gator	99	Wheeler	2001	7,428	2,000	-	no replace	-	TBD	-	-					
2011 Skidsteer	152	Wheeler	2011	48,757	1,750	2,191	30	3,872	2041	118,346	116,155					
2016 Smithco Ballfield Machine	100	Ballfields	2016	18,942	225	4,928	4	4,098	2020	21,319	16,392	16,392				
2016 Smithco Ballfield Machine	101	Ballfields	2016	19,763	150	4,154	5	3,751	2021	22,910	18,756			18,756		
2014 Laser Grader	162	Ballfields	2014	13,244	n/a	2,028	7	2,037	2021	16,288	14,259			14,259		
2015 Kubota Tractor	154	Peck	2015	10,805	300	1,096	11	1,260	2026	14,957	13,861					
2012 Kubota M7040 Loader Tractor	151	Peck	2012	31,422	600	2,580	14	3,211	2026	47,529	44,949					
2006 Befco overseeder	161	Peck	2006	9,795	n/a	575	21	840	2027	18,222	17,647					
2012 Kubota RTV (polaris)	97	Peck	2012	19,974	1,350	1,464	16	1,912	2028	32,052	30,589					
Mowers																
1999 Woods Mower	164	Peck	1999	12,698	n/a	775	20	1,108	2019	22,934	22,159					
2015 Scag mower	105	Wheeler	2015	10,185	725	1,802	6	1,727	2021	12,161	10,359		10,359			
2016 Scag mower	110	Wheeler	2016	10,167	700	1,557	7	1,564	2023	12,504	10,947				10,947	
2016 Kubota RTV 1100- no plow	111	Peck	2016	21,697	100	2,937	8	3,068	2024	27,484	24,548					24,548
2016 Kubota RTV 1100- with plow	112	Wheeler	2016	21,697	100	2,201	11	2,530	2027	30,034	27,833					
2016 Scag 72" Mower	113	Wheeler	2016	12,046	325	1,845	7	1,853	2023	14,815	12,970				12,970	
2016 Scag 72" Mower	114	Wheeler	2016	12,046	1,025	1,845	7	1,853	2023	14,815	12,970				12,970	
2017 Scag 72" mower	115	Wheeler	2017	12,311	425	1,886	7	1,894	2024	15,141	13,255					13,255
2017 Scag 72" mower	116	Wheeler	2017	12,311	375	1,886	7	1,894	2024	15,141	13,255					13,255
2018 Scag mower	108	Peck	2018	11,447	1	2,025	6	1,941	2024	13,668	11,643					11,643
2018 Scag mower	109	Peck	2018	11,447	1	2,025	6	1,941	2024	13,668	11,643					11,643
2014 Scag mower	103	Wheeler	2014	10,000	1,350	1,769	6	4,407	2020	28,214	26,445	26,445				
2014 Scag mower	106	Wheeler	2014	10,000	1,325	1,769	6	4,407	2020	28,214	26,445	26,445				
2006 Morbark wood chipper	133	Wheeler	2006	20,000	615	1,642	14	3,065	2020	44,557	42,915	42,915				
2008 Woods mower	165	Peck	2008	8,497	n/a	518	20	741	2028	15,347	14,828					
2009 Flat bed trailer	254	Peck	2009	5,400	n/a	418	15	533	2024	8,413	7,995					7,995
2015 Aluminum Trailer	253	Wheeler	2015	3,591	n/a	211	21	308	2036	6,680	6,469					
2016 Atlas Enclosed Trailer	252	Ballfields	2016	6,766	n/a	-	20	611	2036	12,220	12,220					
2004 2-mower trailer	249	Wheeler	2004	2,090	n/a	162	15	206	2019	3,256	3,094					
2011 Skid Steer Trailer	256	Wheeler	2011	5,395	n/a	418	15	533	2026	8,405	7,988					
2004 trailer	255	Wheeler	2004	935	n/a	72	15	92	2019	1,457	1,384					
2006 Ballfield Trailer	251	Peck	2006	1,595	n/a	123	15	157	2021	2,485	2,362		2,362			
2008 Flatbed Trailer	250	Wheeler	2008	5,215	n/a	404	15	515	2023	8,125	7,721				7,721	
TOTALS (C-1505)																
				\$ 1,079,715		\$ 121,852		\$ 139,644		\$ 1,551,900	\$ 1,430,048	153,756	\$ 153,878	\$ 144,420	\$ 150,181	\$ 155,934

**GENEVA PARK DISTRICT PARK ACREAGE
JANUARY 2019**

<u>EXISTING</u>	<u>ACRES</u>	<u>OWNED</u>	<u>LEASED FROM</u>
1 7th Street Park	1.0		County
2 Arline "Kay" Lovett Park	5.0	X	
3 Batavia Highlands	1.0	X	
4 Bennett Park / Bennett North	9.57	X	
5 Braeburn Park	5.5	X	
6 Bricher Park	1.96	X	
7 Carriage Crest Park	3.8	X	
8 Clover Hills Park	4.1	X	
9 Community Gardens	2.0		County/City
10 Deerpath Park	2.5	X	
11 Don Forni Park	8.5	X	
12 Dryden Park	5.7	X	
13 Eaglebrook Park	5.36	X	
14 Elm Street Park	4.2		City
15 Esping Park	8.0	X	
16 Fargo Park	1.39	X	
17 Fourth Street School/Park	2.0		Schools
18 Frank Burgess Park	2.2	X	
19 Garden Club Park/	.6		City
20 Good Templar Acquisition	6.0	X	
21 Harrison St. School/Park	8.0		Schools
22 Hathaway Park	13.84	X	
23 Island Park	11.5	X	
24 Jaycee Park	1.0	X	
25 Linden Park	1.2	X	
26 Lions Park	5.3	X	
27 Marjorie Murray Park and Courts	1.5		Schools
28 Meadows Park	1.5	X	
29 Michael Arbizzani Park	2.0	X	
30 Mill Creek Community Park	34.1	X	
31 Moore Park	13.7	X	
32 Old Mill Park	1.2	X	
33 Peck Farm Park	384.1	X	
34 Pepper Valley Park	8.59		Pepper Valley
35 Preston Park	1.0	X	
36 Randall Square Park	6.0	X	
37 River Park	2.7	X	
38 Sandholm Woods Park	5.5	X	
39 Shannon Park	1.8	X	
40 South Street Fields	17.0		City
41 Somerset Park	2.8	X	
42 Sterling Manor Park	4.9	X	
43 Sunrise Park	4.4	X	
44 Sunset Park	18.0	X	
45 Terney Park	1.0	X	
46 Washburn Park	2.8	X	
47 Weaver Park	2.0	X	
48 Wellington Park	.5	X	
49 Western Ave. School/Park	13.0		Schools
50 Wheeler Park	57.3	X	
51 Williamsburg Park	4.5	X	
	51	40	11
	713.11	652.52	60.59

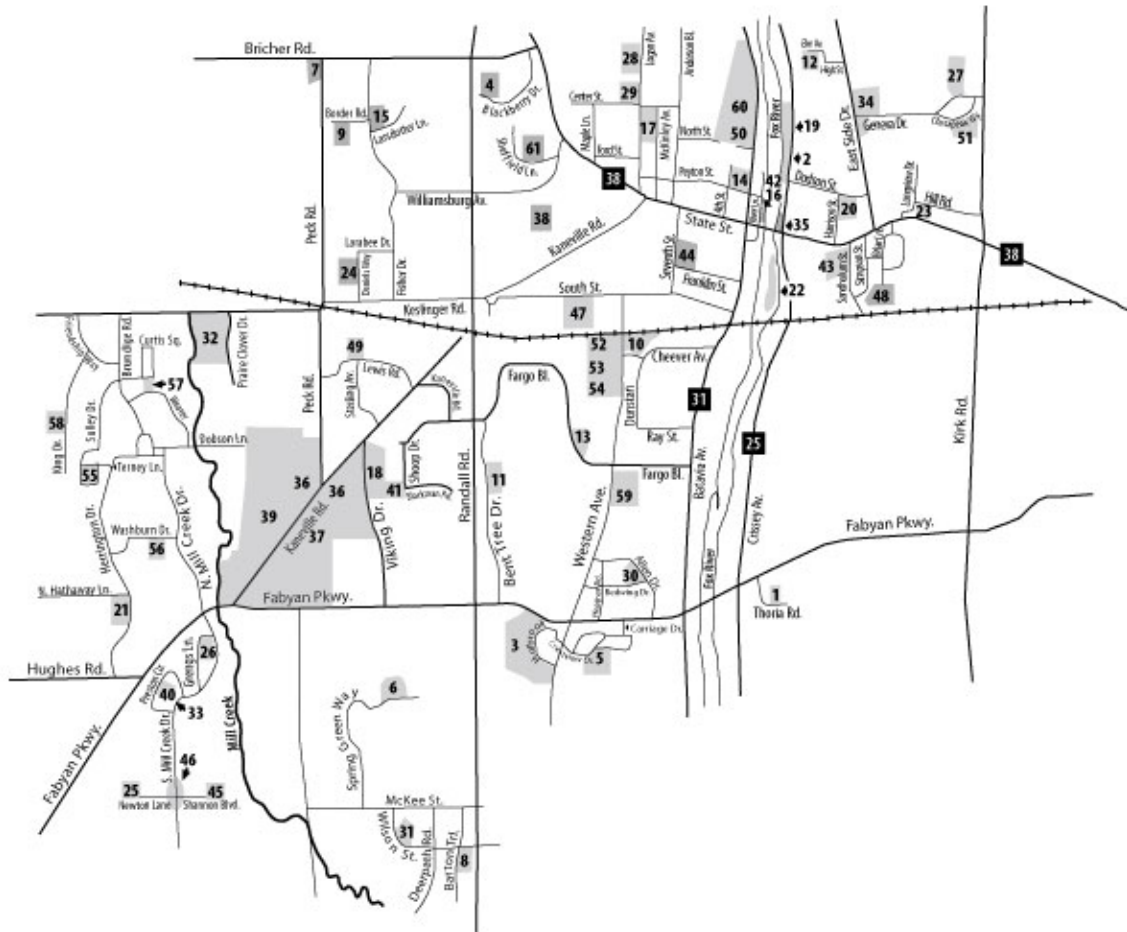
PROPOSED

- | | | |
|----|----------------------------------|------------------|
| 1. | Mill Creek Parks | TO BE DETERMINED |
| 2. | Settlements of La Fox Parks | TO BE DETERMINED |
| 3. | Landmeier Property – Batavia | TO BE DETERMINED |
| 4. | Land Acquisition per Master Plan | TO BE DETERMINED |

			ADA Accessible Parks	Administration Office	Baseball/Diamond	Basketball Court (Outdoor)	Fishing	Fitness Center	Football Field	Gymnasium	Horse Shoes	Ice Skating (Outdoor)	Meeting Room	Miniature Golf/Disc Golf	Natural Areas	Nature Center	Picnic Area	Playground	Racquetball	Rental Pavilion	Recreational Building	Skate Park	Water Sprayground	Soccer Field	Swimming	Tennis Courts (Outdoor)	Trail	Warming House (Ice-Think)
MAP	PARK NAME	ACREAGE																										
1	Batavia Highlands Park	1.0			•												•											
2	Bennett Park / Bennett North	3.4	•			•	•								•												•	
3	Braeburn Park	5.5			•										•			•									•	
4	Bricher Park	1.9													•													
5	Carriage Crest Park	3.8	•														•	•						•				
6	Clover Hills Park	4.1																•								•		
7	Community Gardens at Prairie Green	2.0	•											•														
8	Deerpath Park	2.5																•										
9	Don Forni Park	8.5			•	•												•	•					•			•	
10	Dryden Park	5.7			•	•																			•			
11	Eagle Brook Park	5.4	•															•	•									
12	Elm Street Park	4.2			•														•									
13	Fargo Park	1.4	•																									
14	Fourth Street School/Park	2.0																	•									
15	Frank K. Burgess Park	2.2																	•	•								
16	Garden Club Park	0.6													•													
17	Geneva Community High School		•							•																		
18	Geneva Middle School Campus		•		•					•																		
19	Good Templar Acquisition	6.0				•									•												•	
20	Harrison Street School/Park	8.0								•																		
21	Hathaway Park	13.8																	•	•						•		
22	Island Park	11.5	•				•								•				•		•						•	
23	Jaycee Park	1.0	•			•													•								•	
24	Kay Lovett Park	5.0			•																						•	
25	Levi Newton Park	2.5																	•	•							•	
26	Linden Park	1.2																										
27	Lions Park	5.3	•		•	•														•	•					•		
28	Logan Street Fields				•																							
29	Marjorie Murray Park	1.5																										
30	Meadows Park	1.5	•		•														•	•								
31	Michael Arbizzani Park	2.0																		•							•	
32	Mill Creek Community Park	34.1	•		•	•			•										•	•						•		
33	Mill Creek Pool											•	•												•			
34	Moore Park	13.7																	•	•			•	•				
35	Old Mill Park	1.2																									•	
36	Peck Farm Park Athletic Fields		•		•																			•				
37	Peck Farm Park Interpretive Center	384.1											•								•						•	
	PFP - Butterfly House		•																•									
	PFP - Hawks Hollow Nature Playground		•																•									
38	Pepper Valley Park		•																•	•							•	
39	Stephen D. Persinger Recreation Center		•					•		•			•		•						•			•			•	
	SPRC - Foundation Park		•																								•	
40	Preston Park	1.0				•													•	•							•	
41	Randall Square Park	6.0	•		•														•	•				•			•	
42	River Park	2.7													•				•	•							•	
43	Sandholm Woods Park	5.5													•												•	
44	Seventh Street Park	1.0																										

GENEVA PARK DISTRICT PARK MAP

JANUARY 2019



**GENEVA PARK DISTRICT PLAYGROUND
EQUIPMENT AND FACILITIES JANUARY 2019**

Playground	Year Installed	Estimated Replacement Year
Linden Park	2016	2030-2031
Batavia Highlands Park	2016	2029-2030
Don Forni Park	2016	2030-2031
Shannon Park*	2016	2031-2032
Pepper Valley Park	2016	2033-2034
Stanley Esping Park	2017	2036-2037
Arline "Kay" Lovett Park	2017	2037-2038
Michael Arbizzani Park	2017	2037-2038
SPRC Indoor Playground	2008	2022-2023
Clover Hills Park	2019	2039-2040
Bricher Park	2004	2019-2020
Burgess Park	2018	2036-2037
Elm Street Park	2018	2038-2039
Preston Park	2018	2038-2039
Seventh Street Park	2000	2020-2021
Marjorie Murray Park	2003	2021-2022
Fourth Street School Park	1999	2021-2022
Dryden Park	2003	2021-2022
Hathaway Park	2005	2023-2024
Moore Park	2005	2023-2024
Williamsburg Park	2005	2024-2025
Harrison Street School Park	1996	2019-2020
Western Street School Park	2003	2022-2023
Carriage Crest Park*	2006	2025-2026
Jay-Cee Park	2006	2025-2026
Mill Creek Community Park	2006	2026-2027
Randall Square Park	2007	2026-2027
Wellington Park	2007	2027-2028
Braeburn Park*		
Sterling Manor Park	2011	2029-2030
Deerpath Park	2012	2032-2034
Island Park	2012	2031-2032
Fargo Park	2013	2033-2-34
Lions Park	2013	2032-2033
Peck Farm Park / Hawks Hollow	2013	2027-2028
Meadows Park	2014	2034-2-35
Washburn Park	2014	2034-2035
Eagle Brook Park	2014	2028-2029
Terney Park	2015	2035-2036
Weaver Park	2015	2035-2036
Wheeler Park	2015	2028-2029
Bennett Park		TBD

**GENEVA PARK DISTRICT PLAYGROUND
EQUIPMENT AND FACILITIES JANUARY 2019**

Levi Newton Park*		TBD
Old Mill Park		TBD
Somerset Park*		TBD
Sunrise Park		TBD
Winding Creek Park	2020	2039-2040
* Shared Park with Batavia Park District		

Geneva Park District
Master Plan
Technology Needs

	FY 2018-19 BUDGET	FY 2019-20 BUDGET	FY 2020-21 BUDGET	FY 2021-22 BUDGET	FY 2022-23 BUDGET
Computers					
<i>(7-10 Computers Replaced every 4-5 years)</i>	\$ 27,500	\$ 19,000	\$ 17,000	\$ 28,000	\$ 32,000
Servers					
<i>(replaced every 5 years if needed)</i>					
SQL Server	\$ -	\$ -	\$ -	\$ -	\$ -
Exchange Server	\$ -	\$ -	\$ -	\$ -	\$ -
Econnect Server	\$ -	\$ -	\$ -	\$ -	\$ -
Offsite Backup Software	\$ 6,166	\$ 6,351	\$ 6,541	\$ 6,738	\$ 6,940
Hubs/Switches/Modems	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
	\$ 7,166	\$ 7,351	\$ 7,541	\$ 7,738	\$ 7,940
Annual Expenses for Software Maintenance/ Licenses					
SSL Certificate (secure econnect access for users)	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Firewall/ Anti Virus Software	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
MSI Financial Software Maintenance	\$ 3,936	\$ 4,054	\$ 4,176	\$ 4,301	\$ 4,430
Time & Attendance Software	\$ 2,936	\$ 3,024	\$ 3,114	\$ 3,208	\$ 3,304
Recreation Software Maintenance	\$ 12,128	\$ 12,734	\$ 13,371	\$ 14,039	\$ 14,741
Website Employment Application Software	\$ 765	\$ 788	\$ 812	\$ 836	\$ 861
Microsoft SQL Server License	\$ -	\$ -	\$ -	\$ -	\$ -
Email Gateway Service (spam protection)	\$ 650	\$ 650	\$ 650	\$ 650	\$ 650
Annual Internet Service	\$ 3,369	\$ 3,470	\$ 3,574	\$ 3,682	\$ 3,792
	\$ 25,784	\$ 26,720	\$ 27,697	\$ 28,716	\$ 29,778
Software Upgrades					
Asset Management Work Order System	\$ -	\$ 20,000	\$ -	\$ -	\$ -
Software Program Upgrades	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500	\$ 1,500
	\$ 1,500	\$ 21,500	\$ 1,500	\$ 1,500	\$ 1,500
Additional Hardware					
Fax Machines (replaced every 4 years or as needed)	\$ -	\$ -	\$ -	\$ -	\$ -
Small Copy Machines (2 replaced every 5-7 years c	\$ -	\$ -	\$ -	\$ -	\$ -
Large Copy Machine (replaced every 5-7 years or a	\$ -	\$ -	\$ -	\$ -	\$ -
Printers Replacement (replaced every 4 years or as	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
IPAD Chargers	\$ 50	\$ 50	\$ 50	\$ 50	\$ 50
Misc Equipment- Speakers, Sound Bars, Scar	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
DSL Equipment	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250
Rectrac Hardware for Seasonal Facilities	\$ -	\$ -	\$ -	\$ -	\$ -
Computer Hardwiring	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
Computer Backup Batteries Replacement	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
ESI Phones Replacement	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
	\$ 3,800	\$ 3,800	\$ 3,800	\$ 3,800	\$ 3,800
IT Annual Maintenance Contract (AMI)	\$ 26,093	\$ 26,876	\$ 27,682	\$ 28,512	\$ 29,368
Estimated Total Per Fiscal Year	\$ 91,843	\$ 105,247	\$ 85,220	\$ 98,266	\$ 104,386
Total Operating Budget	\$ 51,877	\$ 53,596	\$ 55,379	\$ 57,228	\$ 59,146
Total Capital Budget	\$ 39,966	\$ 51,651	\$ 29,841	\$ 41,038	\$ 45,240

**GENEVA PARK DISTRICT
NEW VEHICLES AND MAINTENANCE EQUIPMENT
2018-2019**

The Board of Commissioner previously approved the 2018 auction and replacement of the following:

<u>Veh #</u>	<u>Year</u>	<u>Description</u>	<u>Location</u>	<u>MILES</u>	Estimated Replacement Date
Vehicles					
217	2004	Ford Bus (26 passenger)	Rec	39,342	2018-2019
Mowers					
164	1999	Mower	Peck	n/a	2018-2019
249	2004	Mower trailer	Wheeler	n/a	2018-2019

The Following vehicles may be presented for Board approval to be auctioned off and replaced during 2019

Wheeler Park - Replace #209, 2010 ford 4x4 Dump Truck
 Replace #100, 2016 Smithco Ballfield Machine
 Replace Scag Mowers #103 and 106 with Wide Area Mower
 Replace #133, 2006 Morbark Wood Chipper

**GENEVA PARK DISTRICT
FUTURE FULL TIME AND PART TIME PERSONNEL
2019-2020**

Administration-Assistant Superintendent of Finance

Recreation-Assistant Superintendent of Recreation

Peck Farm Park-Additional Part-time Naturalist/Program Specialist, Butterfly House Attendants & Museum Attendants, Part-time Custodian

Parks Department-Nothing at this time.

**GENEVA PARK DISTRICT
FUTURE OFFICE EQUIPMENT
2019-2020**

Facilities - Nothing at this time.

Wheeler Park - Purchase Asset Management/Work Order software and hardware.

FUTURE FACILITY NEEDS

2019-2020

SUMMARY

- Remove red metal shed and build a new nature center at Peck Farm Park.
- Integrate Peterson property into Master Plan utilizing, repurposing or demolishing existing buildings.
- Construct or repurpose an additional storage building at Peck Farm Park Maintenance Facility.
- Implement plan for paths, picnic tables, natural areas, wildflower restoration, formal gardens, etc. throughout the Park District.
- Develop bike/pedestrian trails to link with existing paths. Consult City Strategic Plan/Kane County approved trail maps.
- Plan and budget accordingly to develop parks in Mill Creek development if space becomes available.
- Acquire land to develop new neighborhood & community parks in the future.
- Continue constructing new game and practice fields for soccer, lacrosse, baseball and football fields as necessary.
- Expand Mini Golf Hut for year-around use.
- Restore Historic Windows of Peck House.
- Add bathroom building at Peck Farm Park.
- Implement plan for bike trail on Peck Farm Park North (this will complete bike trail from 2002 Master Plan).
- Mitigate basement leaking and structural integrity of Peck House.
- Pre-school.
- Landmeier farm property development.
- Install kiosk with shaded seating at Peck Farm Park parking lot.

FUTURE CAPITAL PROJECTS OR EQUIPMENT

2019-2020

(No specific order)

- Repair retaining wall at south Island Park access.
- Remove tree stumps in all parks.
- Maintain and expand natural areas and open spaces.
- Continue to develop the Community Garden plots including additional beds as needed.
- Complete Good Templar Acquisition restoration.
- Complete Peck Lake restoration, prairie restorations, boardwalks and storm water wetland mitigation.
- Complete Peck Farm Master Plan Phases III & IV, which includes Units D and formal gardens.
- Continue over-seeding prairie and wetlands at Peck Farm Park and other natural areas.
- Update the interpretive panels at Peck Farm Park and other natural and historic areas.
- Repair basement walls at the Peck house.
- Develop educational, office, storage and meeting spaces at Peck Farm Park.
- Implement plan for infield/outfield repairs on baseball fields including laser grading.
- Replace hut and replace carpet as needed at Stone Creek Mini Golf.
- Continue to upgrade outdoor Ice Rinks installed in 2010.
- Replace SPRC Kids Korral Playground structure.
- Replace/repair SCC roof and install power surge protection.
- Continue with annual pool repairs and research new slide towers and other play features at Sunset Pool & Mill Creek Pool.
- Replace HVAC at SCC with an updated energy efficient system.
- Restore windows of Peck House.
- Develop Bennett North property.
- Repair or replace racquetball courts.

FINANCE – REVENUES

2019

The Geneva Park District has determined the need to have user fees from programs and facilities financially assist the Capital Budget and Recreation Budget. For these two budgets to progress, this philosophy should continue into the future. For example, the Recreation Budget cannot and does not exist on taxes alone. A major portion of the Recreation Budget is supported by user fees from residents as well as non-residents. The Capital Budget has been supported each year from revenues generated from programs and facilities by transferring \$100,000 to \$750,000 to this fund prior to the audit. Revenues generated contribute greatly to the present success of the Geneva Park District and its citizens.

PECK FARM PARK MASTER PLAN

Current Peck Farm Park Master Plan was approved by the park board in 2002 for Phases III and IV, Units A-F and formal gardens.

-Formal Gardens, Boundary Markers, Sun Dial, Solstice & Peck Farm Park North Trail.

Peck Farm Park Master Plan was incorporated into the Geneva Park District Master Plan in 2014.

Future Development of Peterson Property.

GENEVA PARK DISTRICT MASTER PLAN

The Geneva Park District Master Plan will be updated in 2024.

PDRMA REVIEW 2014-2015 COMPLETED

The Geneva Park District will be up for reaccreditation in 2023.

GENEVA PARK DISTRICT COMMUNITY SURVEY

A new Community Survey will be distributed to residents pending board approval in 2020.

DISTINGUISHED AGENCY REVIEW

The Geneva Park District will be up for reaccreditation in 2022-2023.

2019 BUDGET CALENDAR

February 20, 21 & 22 (WEDNESDAY, THURSDAY, FRIDAY)

- First meeting of proposed budget review with Director
- Wednesday-Nicole
- Thursday-Trish
- Friday-Jerry

February 27 & 28, March 1 (WEDNESDAY, THURSDAY, FRIDAY)

- Second meeting of proposed budget review with Director
- Wednesday-Trish & Jerry
- Thursday-Nicole (a.m.)

March 6, 7 & 8 (WEDNESDAY, THURSDAY & FRIDAY)

- Third meeting of proposed budget review with Director
- Wednesday-Jerry & Nicole
- Thursday-Nicole & Jerry
- Friday-Nicole

March 13, 14 & 15 (WEDNESDAY, THURSDAY & FRIDAY)

- Fourth and final meeting of proposed budget review with Director if needed

March 20 & 21 (WEDNESDAY & THURSDAY)-If Necessary

PLEASE NOTE: March 25-29 is Spring Break

April 10-12

- Finance Committee meeting to review proposed budget
- Pat Lenski & Susan VanderVeen

April 15 (MONDAY)

- Finance Committee to present proposed budget at regular scheduled meeting for possible approval
- Review of Preliminary Budget Appropriation Ordinance at regular scheduled meeting

May 20 or June 17 (MONDAY)

- Budget Appropriation Ordinance hearing and approval at regular scheduled meeting

2019 PERSONNEL EVALUATION CALENDAR

January 7th-18th (MONDAY-FRIDAY)

- All Full-time evaluations given to Staff to complete 1/7/19 & return by 1/18/19
- Supervisors to review & comment January 21st -February 8th
- Include a list of employee's accomplishments for the past year
- Includes employee succession status: promote, develop, retain, replace/remove

FEBRUARY 8TH-15TH (FRIDAY-FRIDAY)

- Evaluations review by the Director

MARCH 1 (FRIDAY)

- All evaluations complete & reviewed with employees
- Follow up meetings with Director as needed
- Department Heads provide recommendations to Director
- Director sets recommendations for committee

MARCH 14 (THURSDAY)

- Personnel & Policy Committee meeting to review recommendations
- Pat Lenski & John Frankenthal

March 18 (MONDAY)

- Personnel & Policy Committee to present recommendations at the regular scheduled meeting in executive session



Geneva Park District

Safety Manual

Board Approved July 2016

Revised Section 11 & Added Section 24 January 2019

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11.0 HAZARD COMMUNICATION PROGRAM

The Hazard Communication Standard (29 CFR 1910.1200) gives agency employees in Illinois a right to know about the hazardous materials with which they work. As a result of this standard, employers are required to establish and implement a written Hazard Communication Program. This program must include provisions for container labeling, obtaining Safety Data Sheets (SDS), and employee training.

11.01 Introduction:

The Hazard Communication Standard, requires the Geneva Park District to train employees about the health and safety hazards of the chemicals in the workplace. A “hazardous chemical” is any chemical which can be a physical or health hazard. A few examples of “hazardous chemicals” used in the Geneva Park District operations include pool chemicals, custodial supplies, fuels, paints, pesticides, automotive products, and fertilizers.

The Geneva Park District Hazcom program applies to all work areas where employees have the potential to be exposed to chemicals during routine operations, non-routine tasks, and chemical spill emergencies. The Hazcom program consists of six basic elements as listed below:

- A written Hazcom program
- An inventory of hazardous chemical products
- An inventory of Safety Data Sheets
- A labeling procedure for hazardous material containers
- A Hazcom employee training program

It is Park District’s policy to provide employees a safe and healthy work environment. It is also a management objective to maintain an effective Hazcom program consistent with federal, state, and local health and safety regulations. To attain this objective, all Geneva Park District employees must include Hazcom compliance as an essential consideration in all phases of their work. The Geneva Park District Hazcom Program is a cooperative effort between management and employees.

11.02 Definitions:

Hazardous Substance: Any substance which is a physical or health hazard or is included in the List of Hazardous Substances as listed by local, state, or federal regulations.

Health Hazard: A substance for which there is statistically significant evidence based on at least one study conducted in accordance with established scientific principles that acute or chronic health effects may occur in exposed employees. The term “health hazard” includes substances that are carcinogens, toxic or highly toxic agents, reproductive toxins, irritants, corrosives, sensitizers, hepatotoxins, nephrotoxins, neurotoxins, and agents that damage the lungs, skin, eyes, or mucous membranes.

Label: Any written, printed, or graphic material displayed on or affixed to containers of hazardous substances that is used to describe their contents.

Safety Data Sheet (SDS): Written or printed material concerning a hazardous substance.

Physical Hazard: A substance for which there is scientific evidence that it is a combustible liquid, a compressed gas, explosive flammable, an organic peroxide, an oxidizer, pyrophoric, unstable (reactive) or water-reactive.

11.03 Written Hazcom Program:

Executive Director

1. Designates a Hazcom coordinator for Geneva Park District operations.
2. Approves the written Hazcom program.
3. Ensures workplace compliance with the written Hazcom program

Safety Coordinator(s) / Hazcom Program Coordinator

1. Maintains an inventory of all hazardous substances used or stored in the workplace.
2. Maintains an SDS file/binder for inventoried hazardous substances.
3. Ensures training of new employees on specific hazards and safety precautions for hazardous substances and training of all employees on hazards of newly introduced chemical products. Examples of this specific training include:
 - Personal protective equipment to be worn.
 - Health and physical hazards of each chemical products
 - Review of the Geneva Park District written Hazcom program.
4. Maintains Hazcom training documentation.
5. Ensures that all chemical containers have proper labeling.

Employees

1. Follow all chemical safety procedures applicable to their job tasks. If unsure of proper procedures, request instructions from manager/supervisor.
2. Report to manager or supervisor any unsafe or potentially unsafe chemical safety problems or issues. Chemical safety suggestions to management are encouraged.

Hazcom Program Coordinator

1. **(This title is currently held by Larry Miller for Peck Maintenance, Peck House & Wheeler Maintenance. Steve Slivka is in charge of Hazcom related issues for SPRC, SCC/SRFC, Sunset Pool, Mill Creek Pool, Moore Park Sprayground, Playhouse 38 & Stone Creek Miniature Golf.)** Coordinates Hazcom Standard compliance activities.
2. Maintains an up-to-date hazardous substance inventory for all departments.
3. Requests current SDS directly from chemical manufacturers and suppliers.
4. Posts in a conspicuous place a list of all hazardous substances present at that location and a notice of where additional information concerning those substances is available.
5. Ensures that area managers and supervisors are aware of their Hazcom program functional responsibilities.
6. Ensures that managers and supervisors are aware of hazardous chemical container labeling requirements.
7. Maintains a copy of the OSHA Hazard Communication.

The following sections briefly highlight the policies and regulatory compliance program of Geneva Park District concerning hazardous chemicals in the workplace.

Labeling

Each container of hazardous material in the work place must be labeled with the identity of the product and the appropriate hazard warnings. As a general rule, the label provided by the supplier of the product is sufficient. Re-labeling becomes necessary if a product is transferred to an unlabeled container for intermediate or long term storage. Containers holding 10 gallons or less, intended for the immediate use of the employee filling the container, are exempt from the labeling requirements.

Pipes, vats, and other fixed containers must also have their contents identified. Batch tickets, tags, placards, or other equally effective means of labeling may be used. Please see Section 11.05 for further information on labeling requirements.

Safety Data Sheets (SDS)

SDS should be obtained from suppliers for all chemicals used within the operations. All employees should be trained on what an SDS is and where they are located (usually in a file/binder). The SDS file/binder should be placed at locations for specific chemical use; i.e., pool chemicals are found at the pool facility; custodial supplies in or near the janitor's office; automotive products in the shop office; and so forth.

Under the Right To Know Law, Employees have the right to obtain SDS for each hazardous material in the work place. SDS must be kept available to employees and former employees for at least 10 years after the material is no longer used, produced, or stored on the work site. Please see Section 11.06 for further information on how to read and understand a SDS.

Chemical Inventories

An inventory of chemical products used or stored is maintained by each area manager and supervisor and posted in each work area. The Hazcom Coordinator maintains a master inventory of all chemical products used or stored within the facility. All inventories are updated as new chemicals are introduced or old chemicals phased-out. Updated inventories are posted and copies are provided to the Hazcom Coordinator noting new chemical additions.

Employee Information and Training

Employees will be trained when they are first employed during employee orientation and annually thereafter. Employees will also be trained whenever any new chemical hazard is introduced in the workplace because of process change or job transfer. The Geneva Park District training focuses on the following subjects:

1. Details of the written Hazard Communication program, including how employees can obtain copies of the plan and use detailed information on chemical hazards (physical and health effects of the substances, signs and symptoms of overexposure).
2. Methods used to identify locations of hazardous chemicals in the workplace and how to detect their presence. Also, how to lessen or prevent overexposure to these hazardous substances.

3. Steps employees should take to protect themselves from chemical hazards, including appropriate work practices, personal protective equipment, and emergency procedures for spills and leaks and possible exposures.
4. Explanations of the labeling system and Safety Data Sheets.

Documentation: Training records for all employees trained will be retained for review by outside regulatory agencies. The training records should be kept on file following the annual training and whenever a new chemical is introduced in the workplace. All training records should be retained for the length of employment. If an employee is exposed to a toxic chemical and receives medical treatment, the medical records should be kept on file for 30 years past employment.

Non-routine Tasks and Emergencies: Employees who may be involved with non-routine tasks and emergency situations will be trained regarding special chemical hazards. Records will document this training. Some examples of non-routine tasks include acid washing a pool, resurfacing a gym floor, and stripping/waxing a tile floor. Emergency situations refer primarily to response to accidental chemical spills and leaks.

11.04 Notification and Information:

On-Site Contractors

On-site contractors shall be informed of chemical hazards to which their employees could possibly be exposed while working at the Geneva Park District. The Hazcom coordinator has the responsibility for making available to contractors and their subcontractors information normally available to Geneva Park District employees. Contractors and subcontractors are responsible for training their own employees on Hazcom.

Geneva Park District Employee Information

All employees, or their designated representatives, may obtain further information on the Hazcom program, chemical inventory lists, SDS, and the OSHA Hazard Communication Standard by contacting the Geneva Park District Hazcom Coordinator.

11.05 Labeling Requirements:

It is the policy of the Geneva Park District that no container of hazardous chemicals will be released for use until the following label information is verified:

- Containers are clearly labeled as to the contents.
- Appropriate hazard warnings are noted.
- The name and address of the manufacturer are listed.

If at any time the hazardous material was not received with the above information or the hazardous material is transferred to another carton, container, or drum; the hazardous material will receive a warning label.

The warning label should be an extra copy of the original manufacturer's label or it can be a generic label. If you use a generic label, the label should have a blank space for the chemical

name and its hazard rating. The hazard rating will describe by number, the severity of the fire hazard, health hazard, and reactivity.

A version of the hazard rating method was developed by the National Fire Protection Association (NFPA). This system ranks hazards from 0 to 4 (low to high) in four areas using standard colors. Blue is for health hazards; red is for fire hazards; yellow is for reactivity hazards; and white is for specific hazard or personal protective equipment.

PLEASE NOTE: Personal Protective Equipment Requirements may be substituted for the “Specific Hazard” area when the latter does not apply.

24.0 SEIZURE MANAGEMENT POLICY AND FIRST AID PROCEDURES

Policy Overview:

In order to maximize a safe and healthy recreation environment for patrons and staff, the Geneva Park District has established the following seizure management policy and procedures. This policy is intended to complement and supplement the agency's medical emergency and aquatics emergency response plans.

1. Registration forms should encourage patrons to volunteer any important health information such as seizure disorders and/or to identify any need for reasonable accommodation. When seizure conditions are disclosed, adult participants (or parents/guardians of minor patrons) should be asked to provide information such as:
 - nature and duration of the seizure
 - frequency
 - triggering mechanisms
 - symptoms
 - date(s) of most recent seizures
 - parental/patron instructions &/or recommendations
 - up-to-date medical protocol from the primary health care provider
2. Depending on the frequency and/or nature of the seizures, the feasibility and need to provide 1:1 supervision should be evaluated. In the interim, the member should consider the appropriateness of temporarily suspending participation pending an analysis of the ability of the patron to safely participate in any activity, with or without reasonable accommodation. Members should promptly contact PDRMA's legal counsel and/or their corporate counsel to assist in identifying and balancing the rights of both the member and patron.
3. Whenever participation involves aquatic activities, the agency's **seizure prone swimmer policy** should be followed. Please refer to this document prior to any participation in aquatic programs. Pre-program planning and communication between the aquatic staff and the participant's instructor/counselor/program supervisor is strongly recommended.
4. Staff should begin monitoring and responding to the seizure as soon as the symptoms are recognized – this includes implementing established seizure/emergency procedures; coordinating with other emergency medical providers; monitoring the duration of the seizure from the moment staff first observed the symptoms (and when possible, from the time of onset) and; documenting the nature/character of the seizure.
5. As with any medical emergency, prepare a PDRMA incident report documenting all pertinent information about the event (when, where, how, responders, witnesses, victim condition, etc.).

When to Activate the EMS (911) system:

1. Anytime you are unaware of a pre-existing seizure disorder, summon EMS immediately.
2. Anytime you are uncomfortable with either the situation or the condition of the person, call EMS. Always err on the safe side, for the patrons' safety.

3. Anytime the seizure is different in nature or character than prior seizures, summon EMS immediately.
4. If you know the person is prone to seizures or is being medically treated *and you have written instructions from the patron or patron's parents/guardians not to summon EMS*, it may or may not be necessary to activate EMS unless:
 - The seizure lasts longer than 1-3 minutes
 - Another seizure begins within 1 hour after the first
 - The person does not regain consciousness after the convulsions or seizure have stopped
 - The person stops breathing for longer than 30 seconds
 - Seizure occurs after a known head injury or the person complains of a sudden severe headache
 - The person is pregnant
 - The person has a medical alert tag or diabetic alert tag
 - The person appears injured
 - The person has swallowed excess amounts of water
 - You are at all uncomfortable with the situation
5. If you are provided patron/parent instructions on how to manage a seizure and/or not to summon EMS in the event of the seizure, you should:
 - Require that the instructions be in writing *and provided by or signed be off on by the primary care physician* (the physician's recommendations/instructions as to managing the seizure, or approval of the management instructions **must be dated and written within the past 6 months**).
 - Make several copies of the instructions and provide copies to relevant staff (i.e. staff that need to know!)
 - In the interim summon EMS in the event of a seizure or temporarily suspend participation until receipt and review of the requested documentation
 - If, after receipt of the documentation, you are uncomfortable with the instructions (or despite the instructions, you are at all uncomfortable with the situation), summon EMS in the event of a seizure - *-- you are not necessarily legally required to comply with patron/parent/physician instructions!*
 - Do not hesitate to contact PDRMA's legal counsel or your corporate counsel for further guidance.

Definition and Description:

Generalized Seizures are caused by abnormal electrical activity over the entire brain simultaneously. This group of seizures affects the level of awareness and muscle movement of all extremities.

Seizure types: Absence seizures (Petit Mal), Myoclonic seizures, Atonic seizures, Tonic seizures, and Tonic-Clonic seizures (Grand Mal).

Seizure length: They range from 3 seconds to up to 5 minutes, depending on the type and severity.

Symptoms: a dazed look in the face, eye blinking, head bobbing, sudden brief jerks of a single muscle or group, unconsciousness, loss of body functions, and full body constriction.

Partial (focal) Seizures are seizures begin in one part of the brain instead of all over. Depending on which lobe of the brain that the seizure comes from will determine the physical symptoms of the seizure.

Seizure types: Simple partial seizures, Complex partial seizures. They can also be classified as Frontal Lobe, Temporal Lobe, Parietal Lobe, and Occipital Lobe.

Seizure Length: They range in length from seconds up to 2 minutes.

Symptoms: People, in the majority of cases, are completely aware and alert during these seizures. There can be tingling or shaking of a small body part, unusual smell, visual hallucinations or ill-defined feeling. They are also described as an altered consciousness, subtle, repetitive and stereotypical movements of the face or extremities.

Hypoxic convulsions are due to lack of oxygen in the brain. Persons may appear rigid or stiff, may jerk violently, and/or froth at the mouth. Unlike the seizure conditions described above, this is a life threatening condition.

Emergency Procedures:

1. Prevent the person from injuring themselves. Place something soft under their head, loosen tight clothing, clear the area of hard and sharp objects, and remove eyeglasses if needed.
2. Place the person in a recovery position to allow saliva to drain from the mouth.
3. Start timing the seizure as soon as symptoms are recognized.
4. If uncomfortable with the situation, contact EMS immediately.
5. **Do not** restrain the person's movements.
6. **Do not** place any items in the person's mouth and **do not** attempt to give any liquids.
7. Be sensitive of the environment and the person's privacy.
8. If staff is unfamiliar with the person, unsure if previously diagnosed as seizure prone or medically treated, contact EMS immediately.
9. Maintain the person's airway.
10. After the seizure subsides, complete an initial assessment to determine the condition of the person (airway, breathing, circulation, physical condition).
11. If the person is not breathing, begin CPR. Make sure EMS is contacted.
12. Provide an area for the person to rest until fully coherent, where the person can be observed by a responsible adult. Consider a shaded area or an office.
13. The person involved in the episode should be restricted from any aquatic programs for the remainder of the day.

14. If a minor, the occurrence of a seizure should always be reported to the person's parents or guardians.

If the seizure occurs in the water; follow the agency's seizure prone swimmer policy and first-aid procedures

ACTIVITY/ENVIRONMENTAL CONSIDERATIONS

Because of the loss of bodily control and/or cognitive function that typically accompanies a seizure and the potential need for prompt emergency medical services, program planners should carefully develop specific emergency response plans for seizure-prone persons enrolled in recreation programs and activities.

Program planners must first determine whether the patron can safely participate in any activity or program, with or without reasonable accommodation. This includes identifying how a seizure may affect the personal safety of the participant who experiences a seizure during any given activity (as well as the safety of responding staff and potential impact on the program). The planner should consider if the loss of bodily control might result, for example, in a fall from a height, a fall onto a hard surface, or a drowning situation. If these are possibilities, the planner and program supervisors/instructors should jointly assess, address, and coordinate participation in these activities and seizure management. In some instances, it may be prudent to temporarily suspend participation in any given program/activity pending assessment (i.e. taking the "proverbial step backwards"). In other situations, it may be feasible and prudent to provide a one-to-one companion (provided the nature of the seizure/activity does not create a safety risk for the companion). In any event, program supervisors should explore and address these issues with adult patrons or with parents and/or guardians of minor patrons ***before participation*** -- and if possible, include special recreation association staff as part of your assessment and seizure management team.

Program planners should also consider the potential challenges presented by program locations where access to EMS may be limited or substantially delayed. Because access to emergency medical services can be crucial in providing necessary care, planners should be aware of the proximity of these services at all times. Field trip locations as well as any remote sites, such as campgrounds, should be researched ahead of time to determine where emergency care can be found in the area and how long it will take for a response.

These situations are often emotionally-charged for all parties involved. Regretfully, at times patrons with seizure disorders engage in recreation activities neither well nor wisely. The patron (or parents of a minor patron) does not have the legal right to compromise his/her safety. There are often misperceptions as to the legal rights of the patron and/or of the provider. When in doubt, always err on the side of caution and contact PDRMA and/or legal counsel for prompt guidance, and temporarily suspend participation pending further evaluation and guidance.



Geneva Park District

Physical Fitness Facility Medical Emergency Plan

Board Approved July 2016

Revised Sections 2.02 & 4.0 January 2019

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2.0 AED PROGRAM ROLES AND SUGGESTED RESPONSIBILITIES

The responders' use of the AED should not replace the care provided by emergency medical services (EMS) providers, but it is meant to provide a lifesaving bridge during the first few critical minutes it takes for advanced life support providers to arrive. Upon arrival of the EMS providers, care of the injured person should be transferred. The automated external defibrillator (AED) will enable trained responders at the Geneva Park District to deliver early defibrillation to victims in the first critical moments after a sudden cardiac arrest.

2.01 Medical Director:

The Medical Director has authority over the entire AED program and its participants. General responsibilities include the establishment and maintenance of the guidelines for care included in this protocol. In addition, the Medical Director also ensures quality assurance, compliance with protocols, proper training and provides positive reinforcement to individuals and the system, as well as corrective instruction.

Medical Director	Edwin F. Huellstrouk
Phone Number	630-208-4048

2.02 AED Coordinator

The AED Coordinator is an employee of the Geneva Park District who is the primary liaison between the Geneva Park District's AED program and the Medical Director. This person has responsibility for maintaining the AED equipment and supplies, organizing training programs and regular re-training programs, forwarding any incident data to the Medical Director and holding post-incident debriefing sessions for any employees involved.

AED Coordinator	Elliott Bortner
Office Phone Number	630-262-2214

2.03 Trained Responders

Specific employees are trained to use the AED(s) in a sudden cardiac arrest emergency. After being trained, these individuals operate under the direction of the Medical Director. The AED Coordinator maintains a list of trained responders.

2.04 Training Program(s)

The Geneva Park District uses the American Red Cross as its AED training program. This program has been approved by the Illinois Department of Public Health (IDPH). The AED Coordinator shall maintain a list of training dates and attendees.

3.01 Medical Emergency Protocol

In Case of Emergency:

1. Assess scene safety. If the scene is safe;
2. Assess responsiveness. Tap the person's shoulder and shout "Are you OK?"
3. Evaluate the person's symptoms by speaking with the person if possible. If a medical emergency is determined or if the person is unresponsive;
4. Activate emergency response plan:
 - Call 9-1-1. Provide dispatcher with location, emergency details.
 - Assign an employee to wait at the front entry to lead the EMS personnel to the person.
 - Continue to provide basic life support as needed and assess the person's condition until the EMS arrives.
5. Responders working with the person should communicate any important information to the EMS providers such as:
 - Person's name.
 - Any known medical problems, allergies or medical history.
 - Time the person was found.
 - Initial and current condition of the person.
 - Help EMS personnel as requested.

4.0 **EMERGENCY CONTACTS**

In the event of a medical emergency, the attendant on duty shall notify at least one of the staff members listed below as soon as possible and not more than 24 hours after the event:

Stephen D. Persinger Recreation Center

Facility Manager	Elliott Bortner	630-232-2214(w)
Supt. of Recreation	Nicole Vickers	630-262-2211(w)

Sunset Community Center

Facility Manager	Cathy Burnham	630-232-7867 (w)
Supt. of Recreation	Nicole Vickers	630-262-2211(w)

5.0 **PLAN APPROVAL**

This plan has been approved by the Geneva Park District and has been filed with the Illinois Department of Public Health at the following address. Any changes to the plan must be submitted to the IDPH at the address shown below.

Illinois Department of Public Health
Division of EMS & Highway Safety
500 East Monroe Street
8th Floor Springfield, IL 62701

Memo

To: GPD Board of Commissioners, Sheavoun Lambillotte
From: Jerry Culp
CC: Christy Powell
Date: 1/18/2019
Re: Presentation and Approval of Facility Dude Software License

Purpose:

The purpose of the memorandum is to provide the Board of Commissioners with information to consider approving Dude Solutions Work Order and Asset Management Software.

Background:

Staff has been researching software that will help the District manage and maintain the District assets. Several software companies were contacted and through the review process it was narrowed down to three companies that submitted proposals to the District. Dude Solutions is being recommended because they provided the most comprehensive plan that fit the needs of the District with the lowest price. Dude Solutions software has several components that will allow the District to not only track assets, but track the maintenance of those assets and do it in an organized and efficient way. Upon implementation, the software will allow the District to:

- Understand what assets we have, what condition they are in and how much they are worth.
- Manage the repair, maintenance and replacement of all the assets.
- Log all the resources; people, vehicles, and materials to get clear data on how much the District is spending for routine maintenance and unexpected activities.
- Organize communications from citizens, colleagues and crew members in one place for efficient planning and streamlined communication.
- Work order tracking system for streamlining operations, increasing efficiencies, providing better communication between staff and departments.
- Track work where and when it gets done in the field with mobile solutions.
- Use the data to make better decisions regarding long term planning, capital improvements, and budget requests.

The Cost to implement the software including the first year subscription fees is \$13,285 which includes the first year subscription fees, implementation and training. Each year after that the subscription fee is \$5,785.

Financial

Funds totaling \$200,820.00 are budgeted in the 2018-19 fiscal year General Fund Capital Account. Sufficient funds are available in this account for this expense totaling \$13,285.

Recommendation

Staff recommends the board of commissioners approve the proposal from Dude Solutions for the asset management/work order software in the amount of \$13,285.

Memo

To: GPD Board of Commissioners, Sheavoun Lambillotte, and Jerry Culp

From: Ken Kerfoot

CC: Christy Powell

Date: 1/18/2019

Re: Old Mill gazebo roof replacement

The cedar shake roof on the gazebo at Old Mill Park is in need of replacement. Recognizing that need, we budgeted \$16,000 in the FY19 Capital Fund Payments account to replace the roof with a standing seam copper roof.

I have contacted several local roofing professionals and received a total of three proposals. Two proposals met the standing seam copper roof specs we requested. The third proposal did not meet our requested specs.

G. Klemm Roofing of Geneva, IL submitted their proposal for \$11,750. A comparable proposal was submitted by BR Productions of Yorkville, IL for \$15,200. Staff would ask for a motion to approve the replacement of the Old Mill Park gazebo cedar shake roof with a copper roof for an amount not to exceed \$11,750 from G. Klemm Roofing of Geneva, IL.

G. Klemm Roofing, Co.

217 Grant Ave. Geneva, IL 60134, 630-232-9010

November 14, 2018

Geneva Park District Attn: Ken Kerfoot
Old Mill Park
Geneva IL
630-921-0238
kkerfoot@genevaparks.com

I hereby submit proposal for roofing work at above address. We will:

Obtain a building permit if needed through Geneva.

- Remove the existing cedar shakes from the gazebo.
- Check decking and repair as needed at an additional cost of \$8.50 per ft of decking.
- Install new synthetic felt paper over the existing roof area.
- Install all new copper perimeter edge metal
- Install new copper standing seam roof panels on the entire roof.
- Cap off the top in copper.

5 year workmanship

*Clean up all debris and haul away from premises.

We propose to furnish material and labor in accordance with above specifications for a sum of:
Eleven Thousand Seven Hundred and Fifty dollars----- \$11,750.00

Payment to be made as follows: On completion.
This proposal may be withdrawn if not accepted within 30 days.

Respectfully submitted,

Jeff Rosier
Sales Account Manager
G. Klemm Roofing Co.
630-659-9015

BR PRODUCTIONS, INC.

September 7th 2017

Ken @ Geneva Park District
RE: Old Mill Park Gazebo

BRP proposes the following:

- Remove and dispose of existing wood shingles
- Provide and install 40 mil ice and water shield
- Provide and install approximately 208 sq. ft. of 16 oz. copper, 12" o.c. roof panels
- Provide and install copper fascia
- Demo top cupola wood paneling and provide similar copper panel design to match existing wood design
- Provide permit and shop drawings
- Provide counter tape barrier

Price: \$ 15,200.00

Thank you,

Thad Royer

1204 Deer Street
Unit A
Yorkville, Illinois
60560

PHONE (630) 553-1200
FAX (630) 553-1201
E-MAIL thad@brproinc.com
WEB SITE <http://www.brproinc.com>

****Note****

Bid is valid for the next 30 days.