

**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

**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