

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
February 18, 2019
7:00 p.m.**

CALL TO ORDER

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

ROLL CALL

President VanderVeen called for the roll. Commissioner Condon, Vice President John Frankenthal, Commissioner Pat Lenski (remote), Commissioner Jay Moffat & President VanderVeen all answered present.

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 Trish Burns, Recreation/Aquatic Supervisor Sarah Sielisch.

Press: None

Guests: Aaron Gold, Dan Forbes & Dave Phillips with Speer Financial.

HEARING OF GUESTS

N/A

READING OF MINUTES

Commissioner Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of January 21, 2019 and the BINA Hearing Minutes from January 21, 2019 as presented. Vice President Frankenthal seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

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

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Christy Powell reviewed the January financial reports. Ms. Powell stated that we are on target with being 75% through the budget year. Also, that the Consumer Price Index (CPI) for the 2019 calendar year was released at 1.9%. This rate will be used to determine the growth in our 2019 tax levy, which is received in budget year 2020-2021. Commissioner Moffat made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Vice President Frankenthal 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 clippings book was passed around.

OLD BUSINESS

TAX ABATEMENT ORDINANCES

Supt. of Personnel & Finance Powell stated that the tax levy associated with the Alternative Revenue Bonds must be abated annually. The tax levies for Series 2010 and 2014 must be abated annually as these bonds are paid from the General and Recreation Funds. Abatement ordinances must be filed with Kane County by March 1.

TAX ABATEMENT ORDINANCE #2019-02 (Series 2010)

Commissioner Moffat made the motion to approve the Tax Abatement Ordinance #2019-02 for Series 2010 Bond Issue. Vice President Frankenthal seconded. A roll call vote was taken. Condon-aye, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. All ayes. Motion carried.

TAX ABATEMENT ORDINANCE #2019-03 (Series 2014)

Commissioner Moffat made a motion to approve the Tax Abatement Ordinance #2019-03 for Series 2014 Bond Issue. Vice President Frankenthal seconded. A roll call vote was taken. Condon-aye, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. All ayes. Motion carried.

CLOVER HILLS PARK RENOVATION PLAYGROUND EQUIPMENT PURCHASE REQUEST/BID RESULTS

Commissioner Moffat made a motion to approve the low bidder, D & J Landscape Inc., in the amount of \$74,136.66, for the playground equipment to be replaced at Clover Hills Park. Vice President Frankenthal seconded. All ayes. Motion carried.

LIMITED BOND ORDINANCE #2019-04

The sale of the #2019-04 limited bonds of \$1.6m will finalize today, Monday, February 18, 2019. The district is purchasing its own bonds at a rate of 2.885%. The bond sale award information and term sheet provided by Speer Financial were shared with the board. 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. Commissioner Moffat made a motion to approve the Limited Bond Ordinance #2019-04 as presented. Commissioner Condon seconded. A roll call vote was taken. Condon-aye, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. All ayes. Motion carried.

STAFF PRESENTATION

Sarah Sielisch, the district's Aquatic/Preschool Supervisor, delivered a presentation on Friendship Station Preschool.

COMMUNICATIONS

Staff will be increasing the minimum wage here at the district to \$10.00/hour to stay in line with other starting positions in the area and to prepare for future legislation changes.

Staff is extremely excited to report that we have been awarded \$400,000 in OSLAD grant funding for the Peck Farm North Master Plan Project. Our first meeting was held last week to begin planning for construction of the path and other park amenities.

A meeting was held with representatives from the UP Railroad to finalize our agreements with them for the Temporary Construction Easement they are requesting. Once completed, those documents will be brought to the board for approval.

Carolyn Nagle, long time Executive Director of the Fox Valley Special Recreation Association has announced her retirement effective April 30th of this year. Staff will miss her strong leadership and dedication to accessibility and inclusion for everyone. As an FVSRA Board Member, Director Lambillotte is assisting in the search for a new Executive Director to lead the organization.

Lee Perington, the district's Attorney for many years, has announced he is retiring from his duties as Registered Agent for the Geneva Park District Foundation. We have transitioned to the Park District's corporate counsel, Ancel Glink, to take on these responsibilities.

Staff is in the process of completing annual full time staff evaluations to be completed by the end of February in preparation for our Personnel & Policy Committee Meeting on February 28, 2019. Pat Lenski & John Frankenthal are on that committee. The date for the Finance Committee Meeting was set for April 9, 2019.

FUTURE MEETINGS

Personnel & Policy Committee Meeting (Pat Lenski & John Frankenthal)	February 26, 2019	4:00 PM
Regular Scheduled Meeting	March 18, 2019	7:00 PM
Regular Scheduled Foundation Meeting	March 19, 2019	7:00 PM
Finance Committee – Budget Meeting (Pat Lenski & Susan VanderVeen)	April 9, 2019	4:00 PM

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks and Properties Jerry Culp reviewed his report. Supt. Culp explained that staff have been focusing a lot on the coordination and execution of snow and ice removal. Recent temperatures have allowed the ice rinks to stay open to the public. Staff is also working on the winter maintenance projects in preparation for the spring season, as well as, organizing the maintenance shops. Staff has completed the conversion of the interior lights at both Peck and Wheeler shops to LED and starting to work on converting exterior security lighting. Construction is under way on the Peck Farm Restroom Project and the foundations/frost walls are completed. The contractor is currently working through frost to get the excavation completed and ready for the stone base. Mowing specifications are complete and bids are out and due March 7th. Staff will review the results and present to the board for review at March Board meeting. Path and drainage issues for the Peck Farm South Trail were discussed.

SUPERINTENDENT OF RECREATION

Supt. of Recreation Nicole Vickers reviewed her report. Staff is busy preparing for spring and summer programs. The Super Shuffle was successfully held on February 3. The Just Dad 'n Me Dance was held last night with over 1031 dads and daughters registered. The SPRC & SRFC facility revenue & expense reports were also reviewed. The BestLife Fitness campaigns have been popular and retention numbers are up.

MANAGER OF PECK FARM PARK

Manager of Peck Farm Park Trish Burns reviewed her report. Again this spring a major focus for staff will be addressing the natural areas south of Kaneville Rd along the bike path and V3 will once again assist in eradicating additional invasive plants. Volunteers have been recruited to work in the natural areas around the district, starting with Bennett and Wheeler Park. Ms. Burns stated that we have received our burn permit and plan to start spring burns once weather permits. The Butterfly House opens on May 17.

NEW BUSINESS

PERSONNEL POLICY MANUEL UPDATE

Commissioner Moffat made a motion to approve the updated Full Time Personnel Policy Manual as presented. Vice President Frankenthal seconded. All ayes. Motion carried.

DEERPATH PARK FENCE REPLACEMENT

Commissioner Moffat made a motion to approve Ideal Fence, Inc., in the amount of \$17,380.00, for the replacement of the fence. Commissioner Condon seconded. All ayes. Motion carried.

EXECUTIVE SESSION

None

ADJOURN

Commissioner Lenski made a motion to adjourn the meeting at 8:16 p.m. Vice President Frankenthal seconded. All ayes. Motion carried.

Secretary, Board of Commissioners
Geneva Park District

Submitted By: Sheavoun Lambillotte/Amy McConnell