

GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
July 15, 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 Cullen, Vice President Frankenthal, Commissioner Lenski, Commissioner Moffat and President Susan VanderVeen all answered present.

Staff members present were Administrative Assistant Brynn Pattermann, Supt. of Recreation Nicole Vickers, Supt. of Parks & Properties Jerry Culp, Supt. of Finance & Personnel Christy Powell, Manager of Peck Farm Park Trish Burns, SPRC Facility Manager Elliott Bortner, Sunset Community Center Facility Manager Hannah Sterricker and SPRC Customer Service Manager Mike Hay.

Guests: None

HEARING OF GUESTS

Supt. of Recreation Nicole Vickers, congratulated and thanked Manager of Peck Farm Park Trish Burns for 10 years of service. Manager of Peck Farm Park Trish Burns thanked the Board and staff for the many years of support.

READING OF MINUTES

Commissioner Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of June 17, 2019 as presented. Commissioner Lenski seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Commissioner Moffat asked for clarification for certain expenditures. With no further questions, Commissioner Moffat made a motion to approve the claims and accounts as presented. Vice President Frankenthal seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

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

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

A thank you card acknowledging staff and all the Park District's hard work from a patron that attended the Peck 150th Birthday Celebration was passed around to the board. Press clippings from this past month were passed around.

OLD BUSINESS

PECK NORTH TRAIL PROJECT UPDATE

Plans are being finalized for the Peck North Trail Project. Included in the packet were design ideas to be considered. Staff has a final planning meeting on July 16th. Staff is still awaiting final execution of the OSLAD grant documents from the state before we proceed to bid.

LIBRARY PLAYGROUND UPDATE

Plans are being finalized in preparation for the public meeting regarding Library Park. Some conceptual designs were included for review. Discussion was had about additional enhancements to the park. Staff will bring the final plan to the board in August.

COMMUNICATIONS

There was tremendous turnout at the two neighborhood cookouts. One was held at Jaycee Park and the other at Eaglebrook Park.

Staff attended all the planning meetings with the City of Geneva regarding the redevelopment of the Mill Race Inn property. The COG website has the final concept plan proposed. It will go to the City Council on Monday night and based on the impact the development may have on the Fox River Trail, Island and Old Mill Park, Executive Lambillotte will attend this meeting.

Staff have installed changing stations in the bathrooms at Wheeler Park. They have also repaired all the electrical outlets in the pavilion. We have been working with the poured in place rubber surface company for over a month trying to get them out to repair the holes in the planets at Wheeler playground. As of last Thursday, they said 5-10 more days. It is still under its extended warrantee of 5 years. Painting of the pavilions is scheduled for fall of this year.

June was one of our worst pool seasons on record due to poor weather. There have been two pass sales in July to attempt to make up some of that revenue.

With the passage of the new marijuana laws, staff is in the process of gathering information necessary to update our policies and procedures as they relate to this legislation.

Our first concert of the year at River Park was very well attended and received rave reviews from those who attended. The new beer garden set up proved popular. We estimated the crowd to be between 300-400 people.

Work continues with the Geneva Park District Foundation on this year’s Autumn Fair Event.

The calendar of events that the Board requested is included in your packet. It includes meetings and events for July and August. It also includes upcoming events, and educational opportunities through IAPD for your review.

FUTURE MEETINGS

Geneva Park District Foundation	July 16, 2019	7:00 PM at Sunset Community Center
Geneva Park District Foundation	August 13, 2019	7:00 PM at Peck Farm Park Orientation Barn
Regular Scheduled Board Meeting	August 19, 2019	7:00 PM at Peck Farm Park Orientation Barn

STAFF REPORTS

MANAGER OF PECK FARM PARK INTERPRETIVE CENTER

Manager of Peck Farm Park Trish Burns reviewed her report. The Foundation agreed to fund a kiosk with a bench and signage at the parking lot near the Butterfly House. It will be located in the same area as the existing kiosk. The recent 150th anniversary celebration of the Peck House was a success with over 350 people in attendance. There was a lot of interest in the Peck Family and connections were made with several people who used to work for the Pecks including a former house keeper and a family doctor. Visitation to the park has been very strong due to the nice weather. Hawks Hollow & the Butterfly House have both been very busy.

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks & Properties Jerry Culp reviewed his report. Staff has been very busy preparing for the various summer events & have been doing a great job. Staff has also been concentrating on tree removal, plantings and watering with the need for mowing having slowed down due to the dry weather. The cold winter took a toll on many of the flower beds throughout the District. Staff completed replanting of the landscape bed near the restroom at Eagle Brook and are continuing to replant other beds throughout various parks that were also affected. Precautions are underway for staff during the hot weather we have been experiencing. Staff is out to bid for various asphalt repair work around the district.

Sites include Sunset parking lot, SPRC parking lot, Wheeler trails and Peck Farm trails. The District passed the final inspection on the restrooms at Peck Farm Park. Staff is working on cleaning up and restoring areas next to the red barn and the butterfly house. Additional shrubs and trees are being planted to screen and buffer the operation area from the farmstead.

SUPERINTENDENT OF RECREATION SERVICES

Supt. of Recreation Nicole Vickers reviewed her report. Summer events are in full swing. Our fall brochure is at print and resident registration day is August 6th. The production of the winter brochure is already underway. The 2018-2019 Sunset Annual Report is enclosed for board review and will be reviewed later in the meeting by Hannah Sterricker. The 2018-2019 SPRC Annual Report is enclosed for board review and will be reviewed later in the meeting by Elliott Bortner. Summer events continue to be successful. Great crowds have turned out for Geneva's Got Talent, Kid's Dodgeball Tournament, Cosmic Golf, 3-on-3 Basketball Tournament, Park Cook-Outs, and Movies in the Park. Playhouse 38's production of Shrek Junior and You're a Good Man Charlie Brown are coming up. Both SCC & SPRC facility numbers were discussed. Mini-golf numbers are up this year. Revenue for both pools are down from last year due to the cold, wet start to the summer. Program incentives such as Flash Sales and Punch Passes have been implemented and will continue through the rest of the summer.

NEW BUSINESS

SUNSET COMMUNITY CENTER ANNUAL REPORT

Facility Manager of Sunset Community Center Hannah Sterricker reviewed the SCC report. BestLife Fitness at Sunset had an increase in the total number of memberships. Ms. Sterricker highlighted on the breakdown of memberships, member & guest usage; court usage and finances. She stated that the membership total increased by 7.9% and overall revenue has also increased making it the second consecutive year since 2012-2013. Staff devised a series of campaigns designed to drive new membership sales. Staff are very excited with the results thus far and will continue to implement new and exciting campaigns. Vice President Frankenthal asked about other options for the Racquetball Court since the usage has been on the decline. Ms. Sterricker mentioned that staff is looking into alternate programs to run in that room. The recommendations were provided in the report, as well as the BestLife Fitness member survey results for the Board to review.

STEPHEN D. PERSINGER RECREATION CENTER ANNUAL REPORT

Facility Manager Elliott Bortner & Customer Service Manager Mike Hay were both present to review the SPRC report. Mr. Bortner highlighted and reviewed memberships, facility finances, guest usage, fitness center usage, birthday parties, open gym, Kidz Korral, fitness center programs and adult athletic leagues. He stated that there has been a 10% increase in the membership total with a 10.4% increase in revenue. The numbers for pickleball, open gym and birthday parties have all increased over this past year. Bortner reviewed the recommendations with the Board, as well as the BestLife Fitness member survey results. Staff will continue to look into other revenue sources and continue promoting rentals & birthday parties. Discussion was had about alternate options for certain rooms/courts, Kidz Korral pricing and availability to members and other recommendations. Vice President Frankenthal made a motion to approve the 2018-2019 Stephen D. Persinger Recreation Center Annual Report, the 2018-2019 Sunset Community Center Annual Report and the 2019-2020 recommendations for both facilities as presented. Commissioner Lenski seconded. All ayes. Motion carried.

IGA FOR POLICE PROTECTION UPDATE

As a matter of housekeeping, staff is gathering and reviewing all IGA's and updating them as necessary. The IGA with the Batavia Police Department as it relates to their policing our property in Batavia needed updating. Commissioner Moffat made a motion to approve the IGA for Police Protection. Vice President Frankenthal seconded. All ayes. Motion carried.

EXECUTIVE SESSION

Commissioner Moffat made a motion to enter into Executive Session for the purpose of Land Acquisition discussion at 8:45 p.m. Vice President Frankenthal seconded. All ayes. Motion carried.

The board returned from Executive Session at 8:59 p.m.

ADJOURN

Commissioner Cullen made a motion to adjourn the meeting at 8:59 p.m. Commissioner Lenski seconded. All ayes.
Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Brynn Pattermann