

**GENEVA PARK DISTRICT**  
**REGULAR SCHEDULED MEETING MINUTES**  
**August 19, 2019**  
**7:00 p.m.**

CALL TO ORDER

Vice President Frankenthal called the meeting to order at 7:00 p.m. This meeting was held at the Peck Farm Park Orientation Barn.

ROLL CALL

Vice President Frankenthal called for the roll. Vice President Frankenthal, Commissioner Cullen, Commissioner Lenski and Commissioner Moffat answered present. President Vanderveen answered present, (remotely via telephone).

Staff members present were Executive Director Sheavoun Lambillotte, Administrative Assistant Brynn Pattermann, Supt. of Recreation Nicole Vickers (arrived at 7:25pm), Supt. of Parks & Properties Jerry Culp, Supt. of Finance & Personnel Christy Powell, Manager of Peck Farm Park Trish Burns, Recreation/Aquatic Supervisor Sarah Sielisch and Friendship Station Preschool Instructor Cindy Stuewe.

Guests: Michelle Kelly, Upland Design.

Press: None

HEARING OF GUESTS

Executive Director Lambillotte, congratulated and thanked Friendship Station Preschool Instructor Cindy Stuewe for 20 years of service. Commissioner Lenski shared some nice words about his children's experience with Friendship Station Preschool Instructor Cindy Stuewe and thanked her for her service. Friendship Station Preschool Instructor Cindy Stuewe thanked the Board and staff for the opportunity and for the many years of support.

READING OF MINUTES

Commissioner Moffat made a motion to approve the Regular Scheduled Meeting Minutes of July 15, 2019 as presented. Commissioner Lenski seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

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

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Christy Powell reviewed the July financial reports. In regards to the revenue and expenditures financial report we are 25% of the way through the year and we are on target. The audit is complete and will be presented to the board in September. Supt. Powell discussed the LED lighting conversion and the positive impact it has had for the district. The electric utility cost is down 11% from last year at Sunset Community Center and the Stephen D. Persinger Recreation Center. Commissioner Lenski made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Moffat seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

Press clippings from the past month were passed round. Executive Director Lambillotte asked for suggestions to recognize John Burns for his 25 years of service on the board.

**OLD BUSINESS**

**PECK NORTH TRAIL PROJECT UPDATE**

The OSLAD grant funding has been formally approved by IDNR. Michelle Kelly from Upland Design presented the final design plans for the Peck Farm North trail project. Many of the features were shown on a power point presentation by Michelle Kelly.

**LIBRARY PLAYGROUND UPDATE**

Executive Director Lambillotte shared that the Open House for the Library Park is scheduled to take place on Sept 10<sup>th</sup> for the public’s review of the 3 playground designs. Michelle Kelly from Upland Design presented the proposed design plans for Library Park. Some discussion and suggestions were made about possible options for future playground renovations.

**COMMUNICATIONS**

Annual maintenance and a thorough cleaning of the Sunset Community Center and Stephen D. Persinger Recreation Center is underway and moving along smoothly.

Staff have completed the mission, vision and values statements for the district and will present them to the board for review in September.

A date for the Capital Planning Meeting needs to be set.

While the spray ground at sunset has been a huge hit with our visitors, the condition of the colored concrete is a concern. Staff is working with the Architect and the contractor to come up with solutions to rectify the issue this fall/spring.

Staff has been working on finalizing design plans for phase 3 of the Sunset Racquetball and Fitness Center renovations which will include the redesign of the racquetball courts, garage and front entrance.

A meeting was held with Williams Architects to discuss the third phase of SRFC, the sunset bathhouse renovation and the mini golf hut project.

Staff is putting together an employee task force to work on ideas for projects, programs and events that will strengthen the communication and organizational culture of the district.

A Park District Foundation Autumn Fair planning meeting was held last week and work continues in preparation for the event on September 21<sup>th</sup>. Board members were asked who would be in attendance.

**FUTURE MEETINGS**

GPD Foundation Regular Meeting	September 17	7:00 p.m.
GPD Board Regular Meeting	September 16	7:00 p.m.

**STAFF REPORTS**

**SUPERINTENDENT OF PARKS AND PROPERTIES**

Supt. of Parks & Properties Jerry Culp presented his report. Mowing has finally slowed so staff has been very busy aerating and over seeding throughout the parks. Staff has completed putting together and placing 10 sets of bleachers. Baby changing stations have been installed at Wheeler Park. A new ADA drinking fountain was installed at Moore Park. The parks department has worked with the recreation department to make sure summer events have gone smoothly. Staff recently installed on deck circles near the dugout at Bob Cox Field. Staff has also completed

rebuilding pitchers mounds at Peck Ballfields. A fall soccer meeting took place last week and plans to rent out the Burgess Soccer fields were discussed. Signage will go up at certain ball fields to inform residents of the natural weed kill that is being used to remove the weeds in the infield areas. Staff has reduced the amount of chemicals used by 20% this year. Vice President Frankenthal asked if the natural weed killer will kill the turf. Supt. Culp explained that staff are using the product in the infield areas where no turf exists. Commissioner Cullen mentioned a couple areas of concern at Marjorie Murray Park. Supt. Culp is planning to visit Marjorie Murray Park to thoroughly look over and address any issues or concerns.

#### SUPERINTENDENT OF RECREATION

Supt. of Recreation Nicole Vickers reviewed her report. Both facilities are undergoing their annual cleanings. Fall registration is underway and we are currently working on our winter brochure. The summer events are coming to a close and they were extremely successful. Safety audits are complete. Mill Creek Pool has closed and Sunset Pool will be moving to shortened hours with school starting. Moore Spray Park will remain open through September on the weekends if the weather continues to hold up. Revenues for the pools increased thanks to the warm weather and the two Flash Sale promotions in July. Mini golf revenues are up this year. Commissioner Cullen complimented the pool staff on their announcements and communication this year through the PA system.

#### MANAGER OF PECK FARM PARK INTERPRETIVE CENTER

Manager of Peck Farm Park Trish Burns reviewed her report. V3 and staff have been focusing on removing invasive plants around Peck Farm Park. Autumn Fair will be on Saturday, September 21<sup>st</sup> from 11 AM-3 PM. This year the Geneva Park District Foundation members have decided to sell beer at the Autumn Fair Event as an additional means of revenue. Our Day in The Park and Back to School Fest events went great and were both well attended. Planning for the Earth Day 50 parade is underway. The Butterfly House will be closing on Sept 21<sup>st</sup> after the Autumn Fair Event. Donations for the Butterfly House are up this year compared to last.

#### NEW BUSINESS

##### AUDIT TRANSFER – RESOLUTION #2019-06

Supt. of Finance & Personnel Christy Powell stated that at the end of each fiscal year, the District transfers a portion of any surpluses remaining for the year from the General and Recreation Fund to the Capital Fund in the form of an Audit transfer. She reviewed the breakdown of the \$800,000 transfer highlighting different projects the funds will be used for with the remaining funds going into the individual funds' respective fund balance. Commissioner Moffat made a motion to approve the Audit Transfer Resolution #2019-06 authorizing transfer of unexpended funds. President VanderVeen seconded. A roll call vote was taken. Cullen-aye, Frankenthal-aye, Lenski-aye, Moffat-aye and VanderVeen-aye. Five ayes. Motion carried.

##### SURPLUS PROPERTY DISPOSAL RESOLUTION #2019-07

The resolution grants the park district formal permission to dispose of surplus property. The property is often traded in for replacement vehicles or equipment, auctioned off, or simply disposed of. Commissioner Lenski made a motion to approve the Surplus Property Disposal Resolution #2019-07 as presented. Commissioner Moffat seconded. A roll call vote was taken. Cullen-aye, Frankenthal-aye, Lenski-aye, Moffat-aye and VanderVeen-aye. Five ayes. Motion carried.

##### KANE CO LAND/CASH RESOLUTION #2019-08

The resolution allows the district to receive land/cash from Kane County. The cash is for the row homes Shodeen Inc. is building near the Mill Creek Pool Property in south Mill Creek. The application, the IGA and Resolution #2019-08 all need to be executed in order to have the funds released to the Park District. Commissioner Lenski made a motion to approve the Kane Co Land/Cash Resolution # 2019-08 as presented. Commissioner Moffat seconded. A roll call vote was taken. Cullen-aye, Frankenthal-aye, Lenski-aye, Moffat-aye and VanderVeen-aye. Five ayes. Motion carried.

##### IGA – FOX RIVER LEASE RENEWAL

As a matter of housekeeping, the lease with IDNR for the Old Mill Park Property is currently up for renewal. Commissioner Lenski made a motion to approve the IGA for the Fox River Trail Renewal to expire in 2025.

Commissioner Moffat seconded. A roll call was taken. Cullen-aye, Frankenthal-aye, Lenski-aye and VanderVeen-aye. Five ayes. Motion carried.

2019 PAVING BID RESULTS

Supt. Culp reviewed the bid results for the 2019 Paving Projects recommending that the bid from Prime Construction be accepted. After discussion regarding the alternates, Commissioner Moffat made a motion to approve Prime Construction’s bid in the amount of \$278,525.00 (base bid of \$213,625 plus \$64,900 for the alternates) as presented. Commissioner Cullen seconded. All ayes. Motion carried.

FABYAN SOCCER FIELDS AMENDMENT TO LICENSE AGREEMENT & GOAL SAFETY/EDUCATION POLICY

The Kane County Forest Preserve District has asked to revise the license agreement to include the soccer goal safety and education policy. Park District staff and counsel are in agreement that this is the best practice and recommend moving forward with the revision. Commissioner Moffat suggested changing the renewal date until 2025, making this good for an additional 5 years instead of renewing again in 2020. After discussion, Commissioner Moffat made a motion to approve the Fabyan Soccer Fields Amendment to License Agreement with the date change and the Goal Safety/Education as presented. Commissioner Cullen seconded. All ayes. Motion carried.

EXECUTIVE SESSION

At 8:41 p.m. Commissioner Moffat made a motion to enter into Executive Session for the purpose of discussing Land Acquisition. Commissioner Lenski seconded. All ayes. Motion carried.

The board returned to the regular meeting at 9:25 p.m.

ADJOURN

Commissioner Lenski made a motion to adjourn the meeting at 9:25 p.m. Commissioner Moffat seconded. All ayes. Motion carried.

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Secretary

Submitted By: Sheavoun Lambillotte / Brynn Pattermann