

**GENEVA PARK DISTRICT
PUBLIC HEARING
Tax Levy Ordinance #2019-09
December 9, 2019
7:00 P.M.**

CALL TO ORDER

President VanderVeen called the meeting to order at 7:00 p.m.

ROLL CALL

President VanderVeen called for the roll. Commissioner Cullen, Vice President Frankenthal, Commissioner Lenski, Commissioner Moffat and President VanderVeen all answered present.

Staff members present were Executive Director Sheavoun Lambillotte, Administrative Assistant Brynn Pattermann, Supt. of Recreation Nicole Vickers, Supt. of Parks & Properties Jerry Culp, Supt. of Finance & Personnel Christy Powell and Manager of Peck Farm Park Trish Burns.

Press: None

Guests: None

TAX LEVY ORDINANCE #2019-09

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 7:05 p.m. Commissioner Lenski made a motion to adjourn from the public hearing meeting. Commissioner Moffat seconded. All ayes. Motion carried.

With no public comment, President VanderVeen closed the Public Hearing at 7:05 p.m.

Secretary

Submitted By: Sheavoun Lambillotte / Brynn Pattermann

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
December 9, 2019
7:05 p.m.**

CALL TO ORDER

President VanderVeen called the meeting to order at 7:05 p.m.

ROLL CALL

President VanderVeen called for the roll. Commissioner Cullen, Vice President Frankenthal, Commissioner Lenski, Commissioner Moffat and President VanderVeen all answered present.

Staff members present were Executive Director Sheavoun Lambillotte, Administrative Assistant Brynn Pattermann, Supt. of Recreation Nicole Vickers, Supt. of Parks & Properties Jerry Culp, Supt. of Finance & Personnel Christy Powell and Manager of Peck Farm Park Trish Burns.

Press: None

Guests: Christine Pakan

HEARING OF GUESTS

Christine Pakan spoke to the Board and staff members about her involvement with the upcoming 2020 Census and asked for assistance in getting the word out. Executive Director Lambillotte and the Board exclaimed the District would be happy to support and assist with the upcoming 2020 Census.

READING OF MINUTES

Commissioner Lenski made a motion to approve the minutes from the Regular Scheduled Meeting of November 18, 2019 with one correction President VanderVeen mentioned. Vice President Frankenthal seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

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

Superintendent of Finance & Personnel Powell reviewed the November financial reports & stated the blended investment rate is now at 2.07%. Ms. Powell stated that we received the last installment from the real estate taxes. Ms. Powell also mentioned that she included information from the Legal Symposium that staff attended in November. Commissioner Moffat made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Lenski seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

Press book clippings were passed around for the Board to review.

OLD BUSINESS

TAX LEVY ORDINANCE #2019-09

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 #2019-09 as presented. Commissioner Lenski seconded. Roll call vote was taken. Cullen-aye, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. Five ayes. Motion carried.

COMMUNICATIONS

Director Lambillotte stated that the City of Geneva’s Planning Commission is in the process of updating and reviewing the Affordable Housing Plan. There is a meeting this Thursday, Dec 12th that Director Lambillotte will be attending to gather more information.

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 Bre Cullen. A meeting was set for January 15th, 2020 at 12:30 p.m.

The Northern Nights FVSRA fundraiser was a huge success.

The Peck North project will go out to bid December 10th with construction commencing the spring of 2020.

A final meeting was held in preparation for Bricher, Fourth Street and Library Park to go out to bid. The results will be shared with the board at the January and February meetings.

FUTURE MEETINGS

Regular Scheduled Foundation Meeting	January 14, 2020	7:00 PM
Long Range Plan Committee (Jay Moffat & Bre Cullen)	January 15, 2020	12:30 PM
Regular Scheduled Meeting	January 20, 2020	7:00 PM

STAFF REPORTS

MANAGER OF PECK FARM PARK

Manager of Peck Farm Park Burns reviewed her report. The volunteer recognition dinner took place last week and was well attended & fun was had by everyone. Many long time volunteers were recognized for their 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 have been busy tree planting. This year 150 trees have been planted. Staff members are working on ice rink construction and preparing for the Christmas on the Farm event. Staff partnered with the Kane County Forest Preserve to collect, clean and distribute seed. The Peterson House demolition is done. Contractors are working to put down seed and blanket to complete the finishing work at the Peterson Property as weather permits. Staff has been busy working on the winter maintenance list. Weather permitting, staff still plans to complete fall prescribed burns.

SUPERINTENDENT OF RECREATION

Supt. of Recreation Vickers reviewed her report. Winter registration starts on December 10. Ms. Vickers noted that the Polar Express Story Train event was held on December 7 & 8 and that once again hugely successful this year. The Hello Santa calls will be made this week. The Holiday Movie Night will be featuring the Polar Express at Playhouse 38 is upcoming. The movie is a great addition to have in order to accommodate many residents that were unable to attend the Polar Express Story Train. SRFC and SPRC membership and revenue were reviewed.

NEW BUSINESS

2019 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 92.7% and for Mill Creek Pool it was 91.9%. 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.

2019 SUNSET POOL & MILL CREEK POOL ANNUAL REPORTS

Supt. Vickers was present to review the reports. Ms. Vickers reviewed the 2019 Annual Pool Report based on the operating year being March 1, 2019 through February 29, 2020. The 2019 pool season ran from May 25, 2019 to September 2, 2019. This allowed 101 days of operation with 18 partial days and 5 full days that required closures due to weather. Ms. Vickers reviewed the season pass fees and daily fees. Staff recommends increasing swim lesson fees for the upcoming season. She also noted that Adult Swim times were added on weekends which proved to be a success. Staff recommends offering the sale of memberships online for the upcoming season. In addition, staff would recommend selling pool passes in January with an incentive, aside from early-bird rates, to encourage participants to purchase early. The revenue and expenses were reviewed. Ms. Vickers reviewed the recommendations for the 2020 season. Staff and the Board brainstormed new ideas for the upcoming pool season. Commissioner Moffat made a motion to approve the Geneva Park District 2019 Sunset Pool & Mill Creek Pool Annual Reports with the recommendations for the 2020 season as presented. Vice President Frankenthal seconded. All ayes. Motion carried.

2020 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 7:00 p.m. on the second Monday. The 2020 board meeting schedule needs to be approved and will be sent to local media as required by law. Vice President Frankenthal made a motion to approve the 2020 Board Meeting Schedule as presented. Commissioner Moffat seconded. All ayes. Motion carried.

PUBLIC REVIEW OF MINI GOLF HUT RENOVATION

As part of the Park Districts' Capital Improvement Plan, board and staff have identified the Mini Golf Concession/Recreation area as a facility in need of replacement due to its age and poor condition. As part of that process, plans are presented tonight for public review and comment. The new concession/recreation building will include a larger concession area to service all participants of the 57 acre park including tennis players, mini golfers, disc golfers, baseball and softball players, soccer players, ice skaters, senior center visitors, picnic shelter renters and general park and trail users. The building will also include a covered recreation pavilion for programming, parties and rentals. Architectural renderings of the new building along with the interior layout were included in the packet. Initial projections reflect project costs of \$300,000-\$400,000 as referenced in the Park District's Capital Improvement Plan, however, the first cost estimate has come in at \$500,000.

PARC GRANT RESOLUTION OF AUTHORIZATION FOR MINI GOLF CONCESSION/RECREATION FACILITY

Executive Director Lambillotte stated that with the Mini Golf renovation, the Park District has an opportunity to apply for an Illinois PARC (Park and Recreational Facility Construction) grant. This grant, if awarded, would cover 75% of the cost of the new building. A draft resolution, along with the grant application was discussed and reviewed. After review and consideration of board and public comment, Commissioner Moffat made a motion to approve moving forward toward the final project plan by applying for the PARC Grant. Vice President Frankenthal seconded. Roll call vote was taken. Cullen-aye, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. Five ayes. Motion carried.

ADJOURN

Vice President Frankenthal made a motion to adjourn the meeting at 8:35 p.m. Commissioner Moffat seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Brynn Pattermann