

GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
February 17, 2020
7:00 p.m.

CALL TO ORDER

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

ROLL CALL

Vice President Frankenthal called for the roll. Commissioner Bre Cullen, Vice President John Frankenthal, Commissioner Jay Moffat & President Susan VanderVeen (remote) all answered present. Commissioner Pat Lenski was absent.

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, Manager of Peck Farm Trish Burns, Accounting/Customer Service Representative Dawn Flesvig, Youth & Adult Art Instructor Peg Boehm and Recreation Coordinator Jake Kaplan.

Press: None

Guests: Frank Parisi from Williams Architect, Matt and Dezirae Brunns and Bill Flesvig.

HEARING OF GUESTS

Matt and Dezirae Brunns are residents of Geneva. Matt Brunns thanked the Park District for the fantastic work and beautiful parks. He also shared his thoughts about the fees for using charging stations for electric cars and asked the District to consider minimizing the cost for charging cars to help promote green initiatives. Executive Director Lambillotte stated the District is currently looking into adding more charging stations at the District and would also look into options to reduce the cost for charging stations. Executive Director Lambillotte, congratulated and thanked Accounting/Customer Service Representative Dawn Flesvig for 15 years of service and also Youth and Adult Art Instructor Peg Boehm for 35 years of service. Dawn Flesvig and Peg Boehm thanked the Board and staff for the opportunity and for the many years of continued support.

READING OF MINUTES

Commissioner Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of January 20, 2020 as presented. Commissioner Cullen seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

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

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Powell reviewed the January financial reports. Ms. Powell reported the blended rate is currently at 1.83%. Ms. Powell stated that we are on target with being 75% through the budget year. Ms. Powell stated the Consumer Price Index (CPI) for the 2019 calendar year was released at 2.3%. This rate will be used to determine the growth in our 2020 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. Commissioner Cullen seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

Press clipping book was passed around. Executive Director Lambillotte noted there were great articles about the

Real Raptors and the 10 year anniversary of the Super Shuffle.

OLD BUSINESS

SUNSET RACQUETBALL & FITNESS CENTER RENOVATION PROPOSALS

Executive Director Lambillotte stated that one of the outcomes from the annual board/staff planning meeting was to revisit the racquetball court renovation/remodel. The District had previously reviewed a plan to renovate and remodel the courts to include one remaining court and additional fitness center space. This project also included redesigning the front entrance to comply with present ADA accessibility standards and repaving and redesigning the Sunset Recreation Facility Center parking lot. Frank Parisi from Williams Architect presented several options relating to the redesign. After some discussion about the different designs and options available, Executive Director Lambillotte stated that staff and board members should take some time and evaluate the needs for the District. Staff and Board members will revisit the Sunset Racquetball and Fitness Center Renovations in March.

TAX ABATEMENT ORDINANCE #2020-03 (SERIES 2014)

Supt. of Personnel & Finance Powell stated the tax levy associated with the Alternative Revenue Bonds must be abated annually. The tax levy for Series 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. Commissioner Moffat made a motion to approve the Tax Abatement Ordinance #2020-03 for Series 2014 Bond Issue. Commissioner Cullen seconded. A roll call vote was taken. Condon-aye, Frankenthal-aye, Lenski-absent, Moffat-aye, VanderVeen-aye (via telephone). Four ayes. One absent. Motion carried.

OSLAD – PECK NORTH TRAIL BID RESULTS

Executive Director Lambillotte reviewed the bid results for the Peck Farm North OSLAD Development and recommended that the low bid from Hacienda Landscaping be accepted and to consider the three alternates on their merit for an additional amount not to exceed \$87,300. Ms. Lambillotte stated that Hacienda Landscape has been awarded work in the past for the Park District and comes with excellent references. Commissioner Moffat made a motion to approve the low bidder, Hacienda Landscaping, out of Minooka, IL in the amount of \$878,975.50 and all three alternates in the amount of \$87,300 bringing a total of \$966,275.50 for the Peck Farm North OSLAD Development. Commissioner Cullen seconded. All ayes. Motion carried. Supt. Culp stated that the District is waiting to hear from the county about the location of the Alternate including the Becan Crosswalk. Mr. Culp wanted to note that it will still be part of the OSLAD Development plan, but the location of the Becan Crosswalk may need to be moved.

BRICHER & 4TH STREET PARK PLAYGROUND BID RESULTS

Supt. of Parks and Properties Culp reviewed the bid results for the Bricher Park and Fourth Street Park Playground Renovations and recommended that the low bid from Innovation Landscape Inc be accepted. Commissioner Moffat made a motion to approve the low bidder, Innovation Landscape Inc., out of Plainfield, IL in the amount of \$156,573.76 plus \$2,494.80 for Alternate #1 in the amount of \$159,068.56, for the installation of playground equipment to be replaced at Bricher Park and Fourth Street Park Playground and to approve the purchase of the playground equipment through a purchasing Co-Op in the amount of \$91,035.20. Commissioner Cullen seconded. All ayes. Motion carried.

COMMUNICATIONS

Staff is researching firms to complete our 2020 Community Needs Assessment Survey.

Meetings continue in the planning of the Wine, Cheese and Trees event which will take place on February 29th at SPRC. Board members are encourage and invited to attend.

Staff and Board need to set dates for our Personnel & Policy Committee Meeting and our Finance Committee Meeting.

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. Pat Lenski & Susan VanderVeen are on that committee.

FUTURE MEETINGS

Personnel & Policy Committee Meeting (Pat Lenski & Susan VanderVeen)	March 6, 2020	4:00 PM
Regular Scheduled Meeting	March 16, 2020	7:00 PM
Regular Scheduled Foundation Meeting	March 24, 2020	7:00 PM
Finance Committee – Budget Meeting (Pat Lenski & Jay Moffat)	April 14, 2020	3:30 PM

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks and Properties Culp reviewed his report. Supt. Culp stated ice rinks were up and in use for a couple of days. Staff continues to monitor rinks with the recent temperature changes and weather conditions. Four projects are currently out to bid. Those bids include the Peck Farm House Drain Installation, Parks Mowing, Spring Landscape Cleanup and Library Park. Staff recently refurbished many of the park signs and are in the process of getting proposals to replace the main entrance sign at Sunset Community Center. Staff is also working on the winter maintenance projects in preparation for the spring season, as well as, organizing the maintenance shops. The Wheeler Park Tennis Court Renovation Bids have come in and will be presented to the Board tonight. Solar lights have been installed at the ice rinks and can be used this summer to light the pools and parking lots. Staff has repaired lights at Island Park. Tree trimming has been an ongoing process and will continue throughout the winter. The green house is starting up, staff has received the materials to start the germination process for spring plants.

SUPERINTENDENT OF RECREATION

Supt. of Recreation Vickers reviewed her report. Staff is busy preparing for spring and summer programs. The Super Shuffle held its 10th annual event this year on February 2nd with over 700 participants. Executive Director Lambillotte mentioned that the feedback from the Super Shuffle has been great. The Just Dad ‘n Me Dance was held last night with over 1050 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 Burns reviewed her report. Ms. Burns stated that the restoration project for windows began today. A recent program, Real Raptors, had over 170 participants and was well received. Staff has begun preparation for the Earth Day Event which will take place on April 25th at Peck Farm. The Annual Wine, Cheese and Trees event is scheduled for February 29th at the Stephen Persinger Recreation Center. The District hosted a network with the Fox Valley Ecosystem Partnership (FREP) last week with over 60 participants. A panel discussion was held focusing on lake and pond stream stabilization. FREP is a regional group that is overseen by the Illinois Department of Natural Resources to focus on an integrated management plan for the Fox River watershed.

NEW BUSINESS

WHEELER PARK TENNIS COURT RENOVATION BID RESULTS

Supt. of Parks and Properties Culp reviewed the bid results for the Wheeler Park Tennis Court Renovation and recommends the Board of Commissioners approve the low bid from Midwest Sport Surfaces, LLC in the amount of \$99,575.00 for the resurfacing of the Wheeler Park tennis courts as well as the alternate bids of \$8,000.00 for removal and replacement of the net posts and concrete footings and \$1,240.00 for installation of a wind screen on the north perimeter fence of the Wheeler Park tennis courts bringing the total cost of the project to \$108,815.00. Mr. Culp noted that Midwest Sport Surfaces has done work with the Park District in the past and comes with great references. Commissioner Moffat made a motion to approve Midwest Sport Surfaces in the amount of \$99,575 for the Wheeler Park Tennis Court Renovation and to approve Alternates 1 & 2 in the amount of \$9,240 bringing the total to \$108,815.00 for the Wheeler Park Tennis Court Renovation Project. Commissioner Cullen seconded. All ayes. Motion carried.

MOORE PARK PLAYGROUND SAFETY SURFACE REPLACEMENT

Supt. of Parks and Properties Culp stated that the surfacing at Moore Park has required a high level of maintenance since it was installed and the constant deterioration of the surface material is causing pieces of the

rubber surfacing to get caught in the water pumping system which is clogging up the pumps, valves and the spray features. Staff has researched and found a new product called Tuff Coat. Tuff Coat is a rubberized paint that will eliminate the surface material breaking down and getting into the water filtration system. Tuff Coat comes with a five year warranty and can easily be applied by staff to complete repairs. Staff recommends the Board of Commissioners approve the proposal for Tuff Coat in the amount of \$16,830.00 for the Moore Park Playground Safety Surface Replacement. Commissioner Moffat made a motion to approve Tuff Coat, in the amount of \$16,830.00, for the Moore Park Sprayground Surface Replacement. Commissioner Condon seconded. All ayes. Motion carried.

EXECUTIVE SESSION

None

ADJOURN

Commissioner Cullen made a motion to adjourn the meeting at 8:45 p.m. Commissioner Moffat seconded. All ayes. Motion carried.

Secretary, Board of Commissioners
Geneva Park District

Submitted By: Sheavoun Lambillotte/Brynn Pattermann