



PUBLIC HEARING

MAY 18, 2020

7:00 P.M.

The Geneva Park District Board of Commissioners of Kane County Illinois will hold a Public Hearing Meeting on May 18, 2020 at 7:00 PM via phone conference. Conference call # (571) 317-3112, Access Code: 578-509-821. Public comments are welcome via email bpattermann@genevaparks.com or voicemail 630-262-2202 until 6:45 PM on May 18, 2020 and will be shared at the meeting. Submitted by Sheavoun Lambillotte, Geneva Park District Board Secretary.

AGENDA

Call to Order

Roll Call

Adopt Temporary Public Comment Rule

Hearing of Guests

Review of Budget and Appropriation Ordinance #2020-04

ADJOURN



REGULAR SCHEDULED MEETING

May 18, 2020

7:05 PM

The Geneva Park District Board of Commissioners of Kane County Illinois will hold an Annual Meeting on May 18, 2020 at 7:05 PM via phone conference. Conference call # (571) 317-3112, Access Code: 578-509-821. Public comments are welcome via email bpattermann@genevaparks.com or voicemail 630-262-2202 until 6:45 PM on May 18, 2020 and will be shared at the meeting. Submitted by Sheavoun Lambillotte, Geneva Park District Board Secretary.

AGENDA

Call to Order

Roll Call

Adopt Temporary Public Comment Rule

Hearing of Guests

Reading of Minutes: Regular Scheduled Meeting – April 20, 2020
Recreation Committee Meeting – May 11, 2020

Claims and Accounts

Treasurer's Report and Superintendent of Finance Report

Approval of the Agenda

CORRESPONDENCE

ANNUAL MEETING – Temporary Adjournment to Annual Meeting

OLD BUSINESS

Budget and Appropriation Ordinance #2020-04

ADA Audit Compliance Update

COMMUNICATIONS

STAFF REPORTS

Superintendent of Parks and Properties

Superintendent of Recreation

Manager of Peck Farm Park

NEW BUSINESS

Recreation Committee Report

FVSRA Board Appointments

EXECUTIVE SESSION

Review Executive Session Minutes- Section 2.06 (5ILCS 120/2 (c) (21))

Land Acquisition – (5ILCS 120/2 (c) (5)) –

Personnel - (5ILCS 120/2 (c) (1)) –

Litigation - (5ILCS 120/2 (c) (11)) - *not anticipated*

ADJOURN

GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
April 20, 2020
7:00 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 Bre Cullen (remote), Vice President John Frankenthal (remote), Commissioner Pat Lenski (remote), Commissioner Jay Moffat (remote) and President Susan VanderVeen (remote) all answered present.

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

Guests: David Randa (remote) and Ted Homewood (remote) from Geneva Baseball

Press: None

ADOPT TEMPORARY PUBLIC COMMENT RULES

President Vanderveen asked for a motion to suspend the normal rules for public comment and adopt temporary rules for public comment which allow members of the public to address the Board by emailing bpattermann@genevaparks.com or leaving a voicemail at 630-262-2202 up to 15 minutes prior to convening the meeting. Commissioner Moffat made a motion to approve and adopt the temporary public comment rule. Vice President Frankenthal seconded. All ayes. Motion carried.

HEARING OF GUESTS

Executive Director Lambillotte asked David Randa and Ted Homewood from Geneva Baseball if they would like to share anything with the Board and staff. They both stated that they were on the call to just listen. Ms. Lambillotte stated that the District is following the Governor's lead with its day to day operations. Staff has begun to work on the fields preparing in the event the Stay at Home Order is lifted. We plan to resume normal activities as soon as possible. David Randa thanked the staff for the work that is being done in preparation for the upcoming season.

READING OF MINUTES

Vice President Frankenthal made a motion to approve the minutes from the Regular Scheduled Meeting of March 16, 2020, the Special Meeting of March 31, 2020 and the Finance Committee Meeting of April 14, 2020 as presented. Commissioner Cullen seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Commissioner Moffat asked for clarification on goose egg decreditation. Supt. Culp explained the importance and the process in detail. With no further questions, 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 Christy Powell reviewed the March financial reports. She noted that the blended rate saw a decrease as expected. She reported that we are 92% of the way through the current fiscal year and the revenue expense report is in line with budget. Due to COVID-19 we do not have the full impact of the Recreation Fund because of the prorated refunds, the impact will come gradually. Supt. Powell reminded the Board that the Statements of Economic Interest must be returned by May 1st or there will be a late filing fee. Vice President Frankenthal 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 Moffat made a motion to approve the agenda as presented. Vice President Frankenthal seconded. All ayes. Motion carried.

CORRESPONDENCE

Executive Director Lambillotte encouraged the Board to read through the correspondence provided electronically in the Board Packet. She stated that we received messages from parents, children and residents in regards to their appreciation of all the virtual recreation programs that have been available online during this time. Vice President Frankenthal shared his appreciation and congratulated the Park District for doing such a great job. He stated that we have shown care for the community.

OLD BUSINESS

None

COMMUNICATIONS

Staff has been working diligently on a balanced budget and are prepared to discuss the proposed budget should board members have questions at our meeting. While we have prepared a balanced budget projecting a typical year, we have also prepared projections reflecting closings and cancellations as they relate to Covid-19 and how those might affect the budget as well. The Finance Committee Meeting was held on April 14, 2020 and the minutes are included in your board packet for review.

The staff and leadership team continue to work diligently navigating all that is associated with our Covid-19 response. That includes getting parks and outdoor recreational areas ready for summer as well as connecting safely and virtually with our community. Staff reports detail all that we are accomplishing in that regard and we continue to add and modify those plans daily.

Staff is working through a number of scenarios as they relate to how summer facilities and programs may proceed should some or all of the stay at home orders get lifted. We are also preparing plans to reschedule as many of our special events as possible including the Easter Egg Hunt, Earth Day and Swedish Day events.

Staff may request another emergency board meeting if we do not receive clear direction on restrictions for the month of May ahead of our May 18th meeting.

Our March Foundation meeting was cancelled, but we have remained in touch with Park District and Foundation updates via email and plan to have our annual meeting in May realizing that it may have to be a virtual meeting.

Work continues on spring construction projects including Peck North, Bricher, Fourth Street and Library Parks.

Staff has met with a possible Community Survey consultant and received a proposal for that work. With everything going on in regards to the COVID-19 pandemic, the timing may not be the best to move forward with a Community Survey at this time.

Staff has met with an ADA consultant and received a proposal to update our 2010 ADA transition plan. This may also be moved out to a later time.

The Fox Valley Special Recreation Association is also involved in budget preparations and staff will be reviewing their budget this month as well.

FUTURE MEETINGS

Recreation Committee Meeting
(John Frankenthal & Bre Cullen)

May 11, 2020

4:00 PM

GPD Foundation Annual Meeting
Public Hearing
Regular & Annual Scheduled Meeting

May 7, 2020
May 18, 2020
May 18, 2020

7:00 PM
7:00 PM
7:05 PM

MANAGER OF PECK FARM PARK

Manager of Peck Farm Park Trish Burns reviewed her report. Successful prescribed burns were done at Peck, notably by the Miller Thomas Plot, and in other areas around the District. The Window restoration project is moving along and the 1st floor is almost complete. The Community Gardens opened today which will provide a healthy outdoor activity for residents. The Earth Day Event was cancelled with plans to reschedule in October. Commissioner Cullen asked if the Butterfly Release Party will still take place. Ms. Burns stated that will depend upon whether or not the Stay at Home Order is still in place or if it gets lifted. Director Lambillotte also mentioned that the Butterfly House is one of the facilities, if we are allowed to open once the Stay at Home Order is lifted, that we would be able to manage the crowds and keep social distancing in place.

SUPERINTENDENT OF PARKS & PROPERTIES

Supt. of Parks & Properties Jerry Culp reviewed his report. We have been doing a lot of disinfecting. Staff is working in crews of one or two and are taking necessary steps to remain safe while still getting work done. Spring preparations are moving full speed ahead with weed control, ball field prep and turf restoration. Staff has started mowing and the greenhouse is plentiful with over 100,000 plants. The Lions Tennis Court renovation has begun and the Wheeler Tennis Court Renovation is scheduled to begin soon. Picnic tables have been brought back out into the parks and garbage runs are being done more frequently as the parks are seeing an increase in usage. Staff is preparing for the Stone Creek Mini Golf to open. Moore Park sprayground is in the process of getting the new surfacing installed. Successful prescribed burns have been completed and staff is cutting the woody areas. We have ordered the first of the seven new park signs that will be installed soon. Peck North OSLAD project is underway. Bricher and 4th Street Park Playground Renovations have begun. Kid's Around the World was able to utilize one of the playground equipment sets. Library Park playground installation will begin soon.

SUPERINTENDENT OF RECREATION

Supt. of Recreation Nicole Vickers reviewed her report. We have suspended programs and refunds are being processed. Participants did not have to do anything in regards to getting a refund, staff has handled it all. We are getting ready to release the Summer Brochure electronically. Staff is sending out postcards to let residents know and we are also providing educational tools and resources to help with the online process. Camps remain one of our highest priorities, we are brainstorming ideas and working with PDRMA on guidelines should the Stay at Home Order be lifted to ensure safety of all participants. Director Lambillotte stated that most of our camps are already full and registration is complete. Monthly membership payments have been suspended. There have been 10 participants that have elected to cancel their memberships during this time. Staff has been working in facilities on sanitation and maintenance projects that would normally be addressed during our annual shut down in August. We are planning and preparing for when the ban is lifted. Staff is cautiously preparing the pools and being fiscally responsible as we remain hopeful the pools will open. Vice President Frankenthal asked if we anticipate a staffing issue with this crisis. Ms. Vickers explained that staff have been tentatively hired and that staffing will not be a concern. Another focus has been on providing community engagement virtually. Playhouse 38 has held two radio shows which had over 50 participants. The virtual basketball league had over 30 participants as well. Staff is also using this time to update manuals, training cheat sheets and other items that have been on the back burner. The Recreation Committee Meeting was set for May 11th at 4:00 p.m. Ms. Vickers stated that Fitness Center numbers are down as expected. Staff is working on a Thank You and Welcome Back campaign for all our members. Vice President Frankenthal and Commissioner Moffat mentioned what a great job the staff has been doing in regards to engaging the community and thinking outside the box during this unprecedented time.

NEW BUSINESS

4TH STREET SCHOOL PARK INTERGOVERNMENTAL AGREEMENT UPDATE

Executive Director Lambillotte reviewed information regarding the IGA for the playground at Fourth Street. With the playground replacement scheduled for this spring, we needed to update the agreement to

reflect that update. Ms. Lambillotte also made mention that the School District may change the name of 4th Street School Park to Coultrap Park in the future. Commissioner Lenski made a motion to approve the 4th Street School Park Intergovernmental Agreement as presented. Commissioner Moffat seconded. All ayes. Motion carried.

PROPOSED BUDGET FY 2020-2021

Supt. of Finance and Personnel Christy Powell stated that we are in the midst of the COVID-19 pandemic. The District closed its facilities and cancelled its programs thru April 30, 2020. The duration of the crisis is unknown, the budget is being cautiously presented in its entirety assuming operations will resume normally with the start of the new fiscal year. The budget is presented with the cautious acknowledgement that revenues and expenditures will be impacted depending on the magnitude and duration of the crisis. She gave a power point presentation of the Proposed Budget FY 2020-2021 that started with our mission statement. The Finance Committee, consisting of Jay Moffat and Pat Lenski, reviewed the budget on April 14th. Supt. of Finance & Personnel Powell summarized each section of the budget. She highlighted various changes made in the budget from last year to this year and any increases/decreases in the various funds in this budget as compared to last year's budget. She went over the various revenue sources that make up the District's revenue budget. She highlighted the breakdown of the tax bill. In regards to the EAV, for the sixth year in a row, after 5 years of decline, we saw another increase this past year. Vice President Frankenthal asked if any Capital Projects and Funds should be put on the backburner with the pandemic and its uncertainty. Director Lambillotte stated that the District will continue to monitor and reevaluate the situation and make adjustments as necessary. Ms. Lambillotte also noted that staff has projections on the impact the pandemic may have on the District through the end of August. With no further questions, Commissioner Moffat made a motion to approve the Proposed Budget FY 2020-2021 as presented. Commissioner Lenski seconded. All ayes. Motion carried.

BUDGET & APPROPRIATION ORDINANCE #2020-4 (Draft)

Supt. Finance & Personnel Powell highlighted the draft ordinance and reviewed the information with the Board. The ordinance will be presented at a Public Hearing on May 18, 2020 at 7:00 PM and will be presented for approval at the May 18, 2020 Board Meeting. The budget ordinance will be available for public review for more than 30 days.

2020-2021 EQUIPMENT REQUEST

A list of vehicles and equipment that are scheduled to be replaced in the 2020-21 fiscal year per our Master Plan replacement schedule was shared with the Board. Supt. Culp explained the details of all replacements and trade-ins. Commissioner Moffat made a motion to approve the purchase of the 2020 ABI Force Ballfield Machine, the 8' Grader Box and Laser Controls, John Deere Compact Utility Tractor and a John Deere 1600 Wide Area Mower for a total not to exceed \$123,738.25. Vice President Frankenthal seconded. Four ayes. One nay. Motion carried.

EXECUTIVE SESSION

Commissioner Moffat made a motion to enter into Executive Session for the purpose of discussing Personnel at 8:28 p.m. Vice President Frankenthal seconded. All ayes. Motion carried.

The board returned to regular session at 9:17 p.m.

ADJOURN

Commissioner Frankenthal made a motion to adjourn the meeting at 9:17 p.m. Commissioner Moffat seconded. All ayes. Motion carried.

Secretary, Board of Commissioners
Geneva Park District

Submitted By: Sheavoun Lambillotte / Brynn Pattermann

Recreation Committee Meeting Minutes

4:00 pm

May 11, 2020

Remote: GoToMeetings

Present: Bre Cullen

Staff: Nicole Vickers, Kelly Wales, Claire Gornicki, Elliott Bortner, Joey Kalwat, Mike Hay, Beth Keen, Jake Kaplan, Jim Huetson, Ryan Coffland, Traci Wicks, Francesca Borman, Brynn Pattermann

Absent: John Frankenthal

Adopt Temporary Public Comment Rule

Commissioner Cullen stated, "I move to suspend the normal rules for public comment and adopt temporary rules for public comment which allow members of the public to address the Board by emailing bpattermann@genevaparks.com or leaving a voicemail at 630-262-2202 up to 15 minutes prior to convening the meeting." Superintendent Vickers seconded. All ayes. Motion carried.

Hearing of Guests

There were no guests.

- Supt. of Recreation Nicole Vickers welcomed Ms. Cullen. She explained that the meeting would cover Fall 2019 and Winter 2020 seasons, as well as the yearly goals for the recreation department. She continued to remind the board that the numbers were reflective of direct costs associated with each program area, and that if indirect costs were factored in most programs would be closer to breaking even. Supt. Vickers stated that COVID-19 hit this winter and in turn had an effect on our bottom line. We refunded all participants a prorated portion of the program and continued to pay our instructors through March. Winter was on track to exceed 2019, however it did not and this can be a direct relation to COVID. Ms. Vickers then asked the supervisors to present their reports for both Fall and Winter.
- SPRC Customer Service Manager Mike Hay: Mr. Hay's responsibilities include managing the front desk staff at SPRC, overseeing the Parent's Night Out program, booking our Birthday Parties, as well as, managing that staff. **Fall 2019**: Mr. Hay explained Parent's Night Out experienced a large increase due to growing popularity and doubling offerings. **Winter 2020**: Parent's Night Out continued to see an increase in growth, as did the participation for birthday party programs. There were a couple of cancellations for Parent's Night Out. One of the cancellations was on January 3rd due to low enrollment, probably because it was so close to the holidays. Another was at the end of March due to the COVID-19 pandemic. For Fall/Winter there were a total of 54 birthday parties. There was a large increase of non-resident parties, which accounted for over 30% of the total parties. Over \$11,500 in total gross revenue for birthday parties.
- Recreation Supervisor Kelly Wales: Ms. Wales' responsibilities include Kids' Zone, Summer Camp, Day-off Trips, and supervision of Ms. Gornicki's programs. She stated this report covers more of Claire's responsibilities, and they work collaboratively to cover all of their program areas.
- Recreation Coordinator Claire Gornicki: Ms. Gornicki oversees Teen programming, Day-off Trips & some Special Events. She also assists Ms. Wales with Kids' Zone, Specialty Camps and Summer Camps. **Fall 2019**: All Teen programming was cancelled due to low enrollment. There was some interest in Marathon Club and babysitting, but not enough to run the classes. We continue to research Teen Program ideas to engage participants. In regards to Day-Off Trips, this is the 1st year that we separated Kindergarten enrollment from 1st – 5th graders. We received positive feedback from parents, they appreciated that the trips were more age appropriate and were offered closer to home. Several Kindergarten trips were cancelled due to low enrollment, but we made adjustments by combining the

trips. If parents were uncomfortable with this, a full refund was offered. Overall enrollment was lower than last year, however, the profit was up due to cost savings on transportation. After surveying parents, we received feedback that they would prefer local trips rather than trips into the city. **Winter 2020:** All Teen programs were cancelled due to low enrollment. There was some interest in Ultimate Chef Cook Off and Babysitting. We continue to research Teen Program ideas to engage participants. In regards to Day-Off Trips, enrollment was down overall from last year. We combined all Kindergartners with 1st to 5th graders to accommodate all age groups and again made adjustments with Claire's attendance on trips as well as driving the 25 passenger bus to increase in profit from last year. All spring break trips were cancelled due to COVID-19. Coordinators put together a virtual field trip guide for participants. When we are permitted to offer Day-Off trips again, we intend to continue to promote our Kindergarten trips as well as schedule local trips based on the feedback we received.

- SPRC Facility Manager/Fitness Supervisor Elliott Bortner: Mr. Bortner's areas of responsibility include overseeing the Stephen D. Persinger Recreation Center, the Cultural Arts program, as well as Men's Basketball and Co-ed Volleyball Leagues, and some Special Events. **Fall 2019:** Polar Express Story Time Train had numbers merely identical to last year and remains extremely popular. Escape the Mansion replaced the Zombie Apocalypse and saw an increase in participation and a higher profit. Hello Santa remained equal in number of participants. Pickleball has seen great success, and numbers are reflected in the General Athletics category. Co-ed Volleyball numbers remained consistent from previous seasons. Men's basketball did not have enough teams to run a league. Cultural Arts had a strong season and an increase in profit from previous years. An additional event included the new Polar Express Movie featuring two nights of showing the animated classic with a visit from Santa Claus. **Winter 2020:** Pickleball continued to see growth and hosted the second annual tournament. Co-ed Volleyball numbers remained consistent. Men's basketball made a strong comeback, including four new teams that had not participated in the past. Cultural Arts was on pace for a very strong spring, including Aladdin Jr with over 60 kids between two casts. Into the Woods, the second production was set to take stage right before we closed everything due to COVID-19. During these trying times, we have offered three virtual radio shows which has shown much interest and great success.
- Sunset Facility Manager/Fitness Supervisor Jim Huetson: Mr. Huetson's areas of responsibility include overseeing the Sunset Community Center Fitness Center, Fitness programming, as well as managing the front desk. **Fall 2019:** There were 76 Fitness programs offered in 2019, compared to 68 Fitness programs in 2018. With the extra class offerings, participation was still down. Muscle Mania, Zumba and Cycle classes were all down. Sweat for Survival was a new program that showed interest and we are working on a way to continue this upcoming year. Continuation of the new senior programs started in summer 2019, which had an increase of 36 participants. **Winter 2020:** All programs and classes were cancelled at the end of the season due to COVID-19, and some full or partial refunds were issued. The biggest drop in participation was in the Functional Fitness Classes. We offered 67 standard classes compared to 47 standard classes offered in 2019. Even with an increase in programs offered, enrollment remains down. We are researching popular classes and time slots so we can target these and work with instructors. Looking to add instructors with more open and flexible schedules to accommodate the needs of our participants. We are also looking to offer outdoor Fitness classes to help with social distancing.
- Recreation Coordinator Jake Kaplan: Mr. Kaplan's areas of responsibility are Toddler, Youth, Adult, Family, AOA, concessions for the pools, as well as assisting with special events. **Fall 2019:** Toddler classes experienced a decrease in participation and revenue. Efforts were made to increase in-house program offerings, as well as increase evening and weekend programs. Youth programming showed a similar revenue comparison despite low enrollment. Art classes, LEGO/STEM, magic and chess classes remain strong, while cooking classes have had little interest. Adult programming remained identical to last year. We increased classes offered which helped increase participation. Workshops and seminars were added and included meditation, dance, cooking and knitting. **Winter 2020:** Toddler classes suffered due to COVID-19, registration for in-house classes was slightly down, the last weeks of the season were cancelled, refunds were issued and staff was paid. Spring break was cancelled as well, this added to the drop in numbers. Family/Adult programming greatly increased in participation

and classes offered, which led to increased revenue. Youth programming including cooking and sewing classes were down significantly. We have added in table top gaming and mini figurine painting classes to try and increase participation. COVID-19 refunds greatly impacted the Youth revenue. Senior classes suffered greatly due to mid-March classes being cancelled due to COVID-19.

- Recreation Supervisor Beth Keen: Ms. Keen is responsible for Friendship Station Preschool, Dance, Cheer, Contracted Athletics and our Senior Trips. **Fall 2019**: Dance participation increased with 8 additional students in Company, and net revenue remained similar to last year. Volleyball and basketball numbers remained strong for the Fall season. All-Star sports classes did very well and increased. Flag football and Arena Football have been very popular. T-ball league was added and did well. Martial Arts saw a decrease in participation, however, the numbers are still strong with positive survey results. Senior Trips experienced growth in participation, and we continued to seek new and exciting options. Lake Geneva and Racine Holiday Tour were the most popular. **Winter 2020**: Dance numbers grew until COVID-19 hit, this resulted in cancellation of classes. Cheerleading had around 25 participants and remained strong, no competition due to COVID-19. Volleyball and ice skating was popular this winter. All-Star up about 30 participants, unable to finish leagues due to COVID-19. Martial Arts was up and fencing was very popular this winter. Senior trips decreased, all of March was cancelled, so numbers were down substantially.
- Recreation/Aquatic Supervisor Joey Kalwat: Mr. Kalwat is responsible for overseeing both Sunset & Mill Creek pools & many Special Events. **Fall 2019**: Halloween Hayday had a slight decrease in participation and revenues this past year, however the top box remained strong with a 99% rating. Pizza Palooza remained strong offering families a free evening of entertainment and dinner, participation was down a bit. Harvest Hustle was rebranded to Hustle S'more and saw an increase of 100+ participations and an increase in profit margin. **Winter 2020**: The Super Shuffle had its 10 year anniversary with over 730+ people that participated, this was up over 300+ runners from 2019. Expenses increased due to more participants, more sweatshirts, promotions and decorations. Just Dad 'N Me saw a slight increase in participation and remained popular. The Mom and Son event was down slightly, this could be due to the start and timing of COVID-19.
- Athletic/Facility Supervisor Ryan Coffland: Mr. Coffland is responsible for overseeing Adult and Youth Softball, Youth Basketball, Gymnastics and Tumbling. **Fall 2019**: Adult softball was down with the number of teams this fall. Youth softball saw an increase with 19 more participants and an increase in revenue. Gymnastics was up 9 participants from last year along with revenue, while participation for tumbling was down. **Winter 2020**: The basketball program saw an increase of 41 participants and an increase in revenue. The net revenue for gymnastics and tumbling is a bit skewed as instructors were paid for the last two weeks of March classes, while we processed partial refunds for participants.
- Sunset Customer Service Manager Francesca Borman: Ms. Borman is responsible for overseeing the front desk staff and processing pavilion rentals.
- Director of Marketing and Public Relations Traci Wicks: Ms. Wicks oversees marketing and public relations as it pertains to the District. Some highlights for the fall and winter include increased marketing and promotions for all fall events, most notably to kick off and celebrate the 10th Anniversary of the Super Bowl Shuffle. We have implemented pop-up ads on our website, worked collaboratively to market a new fitness class punch pass, added signage throughout the District, and increased overall social media followings. We continue to seek out new sponsorships and relationships and seek out local businesses to implement cross promotions. Marketing is ever-changing and we are constantly looking for new innovative ways to promote our programs and offerings.
- Ms. Vickers reviewed goals from 2019-2020, highlighting completed projects from the past year. She then reviewed upcoming goals for 2020-2021. Ms. Vickers discussed what the District is doing in regards to COVID-19 and explained ways we are planning efforts towards cost recovery, safely offering programs with limited participants and continuing to think outside the box in regards to reopening.

Commissioner Cullen thanked the staff for their hard work over the past year especially during these trying times. Ms. Vickers closed the meeting by thanking Commissioner Cullen and staff for their time and attention.

Secretary Brynn Pattermann

DATE: 05/12/20
TIME: 13:21:21
ID: AP490000.WOW

GENEVA PARK DISTRICT
WARRANT NUMBER 051220

CONSTRUCTION PAID

PAGE: 1

FROM CHECK # 115150 TO CHECK # 115158

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
115150	BLACK LINE FOX VALLEY LLC	UPS BATTERY SERVER ROOM	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	169.07
			CHECK TOTAL	169.07
115151	CENTRAL TREE SERVICE, LLC	PLAYGROUND MULCH	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	1,120.00
			CHECK TOTAL	1,120.00
115152	CHASE CARD SERVICES	DOOR FOR RED BARN BATHROOM	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	760.00
		PFP MAINT LED WALLPACKS	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	712.80
			CHECK TOTAL	1,472.80
115153	FORESTRY SUPPLIERS, INC.	SOIL TEST KITS	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	793.18
			CHECK TOTAL	793.18
115154	NUTOYS LEISURE PRODUCTS INC	4TH STR SCHOOL PARK-SWING	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	5,967.00
			CHECK TOTAL	5,967.00
115155	PLAYPOWER LT FARMINGTON	BRICHER PARK PLAY EQUIPMENT	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	57,965.20
			CHECK TOTAL	57,965.20
115156	TMC WINDOWS, INC.	PFP WINDOWS INSTALL-2ND PAYOUT	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	30,000.00
			CHECK TOTAL	30,000.00
115157	BLACK LINE FOX VALLEY LLC	BACKUP STORAGE	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	602.00
			CHECK TOTAL	602.00
115158	MENARDS	WOOD FINISH CEDAR OIL	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	219.90
			CHECK TOTAL	219.90
			WARRANT TOTAL	98,309.15

DATE: 05/14/20
TIME: 11:31:59
ID: AP490000.WOW

GENEVA PARK DISTRICT
WARRANT NUMBER 051420

PAGE: 1

CONSTRUCTION UNPAID

FROM CHECK # 115159 TO CHECK # 115173

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
115159	ANCEL GLINK DIAMOND BUSH &	MISC LEGAL MATTERS-APRIL	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST	1,912.50
			CHECK TOTAL	1,912.50
115160	BLACK LINE FOX VALLEY LLC	REPLACE BATTERY-UPS SERVER RM	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	525.50
		LAPTOP REPLACEMENT	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	1,325.48
			CHECK TOTAL	1,850.98
115161	DUNTEMAN TURF FARMS, LLC	SOD-STH STR BALLFIELD	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	1,350.00
			CHECK TOTAL	1,350.00
115162	FORESTRY SUPPLIERS, INC.	BACKPACK SPRAYER	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	159.10
		BACKPACK SPRAYER-BATTERY	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	62.01
			CHECK TOTAL	221.11
115163	W.W. GRAINGER CORP.	LOCKSET-PFP RED BARN	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	678.38
			CHECK TOTAL	678.38
115164	MARTENSON TURF PRODUCTS INC.	FERTILIZER-WHLR PK	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	3,446.00
		FERTILIZER-WHLR PK	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	2,090.00
		WHEELER PK TURF MANAGEMENT	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	9,938.50
			CHECK TOTAL	15,474.50
115165	RECYCLE DESIGN INC.	BRICHER PK & 4TH STR BENCHES	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	6,162.00
			CHECK TOTAL	6,162.00
115166	TRUGREEN CHEMLAWN	TRUGREEN LAWN SVC-DRYDEN	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	496.40
		TRUGREEN LAWN SVC-STH STR FLDS	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	2,194.47
		TRUGREEN LAWN SVC-SUNSET PK	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	828.77
			CHECK TOTAL	3,519.64
115167	HACIENDA LANDSCAPING INC	PFP NORTH OSLAD PROJ #2	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	56,704.68
			CHECK TOTAL	56,704.68
115168	INNOVATION LANDSCAPE, INC.	BRICHER & 4TH STR PK PROJ #1	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	49,077.39
			CHECK TOTAL	49,077.39
115169	INNOVATION LANDSCAPE, INC.	LIBRARY PLAYGROUND PROJ #1	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	9,348.75
			CHECK TOTAL	9,348.75

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FROM CHECK # 115159 TO CHECK # 115173

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
115170	KANE COUNTY TREASURER	PETERSON TAX 2019	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	4,687.28
			CHECK TOTAL	4,687.28
115171	LIFTWORKS, INC.	LIFT-TARP ON BUTTERFLY HOUSE	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	355.00
			CHECK TOTAL	355.00
115172	SPRING GREEN CORP	SPRING GREEN FERTILIZER-LINDEN	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	130.15
		SPRINGGREEN FERTILIZER-PRESTON	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	119.25
			CHECK TOTAL	249.40
115173	TRUGREEN CHEMLAWN	TRUGREEN LAWN SVC-WHLR PK	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	5,547.44
		TRUGREEN LAWN SVC-EAST SIDE	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	696.13
			CHECK TOTAL	6,243.57
			WARRANT TOTAL	157,835.18

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FROM CHECK # 74269 TO CHECK # 74333

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
74269	AQUA-SEAL RESURFACING, LLC	SUNSET POOL SAFETY SURFACE RPL	RECREATION / REC ADMINISTRATION	15,380.00
			CHECK TOTAL	15,380.00
74270	AT&T	AT&T MINI GOLF INTERNET	RECREATION / MINIATURE GOLF	104.71
			CHECK TOTAL	104.71
74271	CALL ONE	CALL ONE MONTHLY SVC	RECREATION / SUNSET RACQUETBALL & FITNESS	96.96
		CALL ONE MONTHLY SVC	RECREATION / REC ADMINISTRATION	517.12
		CALL ONE MONTHLY SVC	RECREATION / SUNSET POOL	168.71
		CALL ONE MONTHLY SVC	RECREATION / SPRC	815.55
		CALL ONE MONTHLY SVC	CORPORATE / PARKS ADMINISTRATION	246.50
		CALL ONE MONTHLY SVC	RECREATION / MINIATURE GOLF	61.63
		CALL ONE MONTHLY SVC	CORPORATE / PECK FARM	133.08
			CHECK TOTAL	2,039.55
74272	CHASEWOOD LEARNING	LEGO INSTR FEE-WINTER 1/9-2/13	RECREATION / YOUTH	360.00
			CHECK TOTAL	360.00
74273	CITY OF GENEVA	WATER/SEWER-SCC	RECREATION / REC ADMINISTRATION	126.17
		WATER/SEWER-SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	294.40
		WATER/SEWER-WHLR MAINT	CORPORATE / PARKS ADMINISTRATION	44.42
		WATER/SEWER-WHLR HUT	CORPORATE / PARKS ADMINISTRATION	66.13
		WATER/SEWER-ISLAND PK	CORPORATE / PARKS ADMINISTRATION	76.42
		WATER/SEWER-WHLR NORTH	CORPORATE / PARKS ADMINISTRATION	29.03
		WATER/SEWER-STH STR FLDS	CORPORATE / PARKS ADMINISTRATION	104.45
		WATER/SEWER-GARDEN CLUB	CORPORATE / PARKS ADMINISTRATION	51.04
		WATER/SEWER-SUNSET POOL	RECREATION / SUNSET POOL	302.31
		WATER/SEWER-SPRC	RECREATION / SPRC	535.98
		WATER/SEWER-COMM GARDENS	CORPORATE / COMMUNITY GARDEN	74.18
		ELECTRIC-HARRISON	CORPORATE / PARKS ADMINISTRATION	87.31
		ELECTRIC-WHLR HUT	CORPORATE / PARKS ADMINISTRATION	53.16
		ELECTRIC-WHLR MAINT	CORPORATE / PARKS ADMINISTRATION	617.62
		ELECTRIC-JAYCEE PK	CORPORATE / PARKS ADMINISTRATION	18.30
		WATER/SEWER-GREENHOUSE	CORPORATE / PARKS ADMINISTRATION	71.73
		ELECTRIC-PFP HOUSE	CORPORATE / PECK FARM	216.49
		ELECTRIC-PFP MAINT	CORPORATE / PECK FARM	758.48
		ELECTRIC-SCC	RECREATION / REC ADMINISTRATION	20.49
		ELECTRIC-SCC	RECREATION / REC ADMINISTRATION	1,153.99

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FROM CHECK # 74269 TO CHECK # 74333

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
74273	CITY OF GENEVA	ELECTRIC-SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	157.02
		ELECTRIC-SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	950.49
		ELECTRIC-SUNSET POOL	RECREATION / SUNSET POOL	344.07
		ELECTRIC-SUNSET BALLFLDS	RECREATION / ADULT SOFTBALL	18.30
		ELECTRIC-SPRC	RECREATION / SPRC	4,599.73
		ELECTRIC-PH38	RECREATION / PLAYHOUSE 38	86.29
			CHECK TOTAL	10,858.00
74274	COM ED	COMED-MC COMM PK	CORPORATE / PARKS ADMINISTRATION	19.78
			CHECK TOTAL	19.78
74275	CONSERV FS, INC.	UNLEADED FUEL	CORPORATE / PARKS ADMINISTRATION	484.56
		UNLEADED FUEL	RECREATION / REC ADMINISTRATION	53.84
		DIESEL FUEL	CORPORATE / PARKS ADMINISTRATION	246.86
			CHECK TOTAL	785.26
74276	EMERGENCY CLOSING CNTR	REPLACED CHK #73704	RECREATION / REC ADMINISTRATION	25.00
			CHECK TOTAL	25.00
74277	GENEVA SCHOOL DISTRICT #304	REPLACED CHK #73003	RECREATION / REC ADMINISTRATION	4,785.00
		REPLACED CHK #73090	RECREATION / BALLET DANCE RECITAL	387.54
			CHECK TOTAL	5,172.54
74278	GROOT, INC.	REFUSE DISPOSAL-WHLR MAINT	CORPORATE / PARKS ADMINISTRATION	390.44
			CHECK TOTAL	390.44
74279	HOME DEPOT CREDIT SERVICE	ANT BAIT AND SPRAY	CORPORATE / PARKS ADMINISTRATION	12.91
			CHECK TOTAL	12.91
74280	MTL TENNIS MGMNT GROUP	INDOOR TENNIS-WINTER SESS II	RECREATION / INDOOR TENNIS- SPRC	2,502.85
			CHECK TOTAL	2,502.85
74281	CHARLES LORENCE	BEEKEEPING INSTR 1/23-3/29	CORPORATE / PECK FARM GENERAL PROGRAMS	600.00
			CHECK TOTAL	600.00
74282	MILL CREEK WRD	WATER/SEWER-MC POOL	RECREATION / MILL CREEK POOL	100.14
		WATER/SEWER-MC POOL	RECREATION / MILL CREEK POOL	8.00
			CHECK TOTAL	108.14

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74283	MIDWEST MECHANICAL	QTRLY HVAC MAINT-WHLR MAINT	CORPORATE / PARKS ADMINISTRATION	282.00
		QTRLY HVAC MAINT-PFP	CORPORATE / PARKS ADMINISTRATION	903.00
			CHECK TOTAL	1,185.00
74284	NICOR GAS	NICOR-WHLR MAINT	CORPORATE / PARKS ADMINISTRATION	250.05
		NICOR-GREENHOUSE	CORPORATE / PARKS ADMINISTRATION	454.44
		NICOR-WHLR HUT	CORPORATE / PARKS ADMINISTRATION	49.14
		NICOR-PFP HOUSE	CORPORATE / PECK FARM	89.11
		NICOR-PFP MAINT	CORPORATE / PECK FARM	117.34
		NICOR-SCC	RECREATION / REC ADMINISTRATION	410.14
		NICOR-SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	117.44
		NICOR-SPRC	RECREATION / SPRC	595.69
		NICOR-SUNSET POOL	RECREATION / SUNSET POOL	255.57
			CHECK TOTAL	2,338.92
74285	CHRISTIAN NOWAK	REPLACED CHK #73412	RECREATION / SUNSET POOL	30.00
			CHECK TOTAL	30.00
74286	SUMMIT POWER WASHING LLC	MOORE PK SPRAYGRND POWERWASHED	CORPORATE / PARKS ADMINISTRATION	1,405.00
			CHECK TOTAL	1,405.00
74287	CHRISTINE TODD	REIMB SPLYs FOR COSMIC GOLF	RECREATION / MINI GOLF SPECIAL EVENTS	120.20
			CHECK TOTAL	120.20
74288	CHASE CARD SERVICES	STAFF ANNIVERSARY RECOGNITION	CORPORATE / PARKS ADMINISTRATION	75.00
		STAFF ANNIVERSARY RECOGNITION	RECREATION / REC ADMINISTRATION	75.00
		WOW PROGRAM AWARDS	CORPORATE / PARKS ADMINISTRATION	45.00
		WOW PROGRAM AWARDS	RECREATION / REC ADMINISTRATION	45.00
		MONTHLY FEE-VIDEO CONFERENCE	CORPORATE / PARKS ADMINISTRATION	9.89
		MONTHLY FEE-VIDEO CONFERENCE	RECREATION / REC ADMINISTRATION	9.89
		STAFF SCHEDULING SOFTWARE	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	99.00
		CLEANING SPLYs FOR CLOSET-HARR	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	31.23
		CRICUT CUTTING MACHINE & SPLYs	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	286.80
		FACEBOOK POSTING FEE	RECREATION / PUBLIC INFORMATION	125.27
		TOOL ORGANIZATION KITS	CORPORATE / PECK FARM	69.51
		ONLINE EXCEL COURSE	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	18.99
		IPRA SUPERVISOR SYMPOSIUM	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	80.00
		GLOVES-CLEAN EQUIPMENT	RECREATION / TODDLERS	19.88

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74288	CHASE CARD SERVICES	POSTAGE TO RETURN COSTUME	RECREATION / BALLET DANCE RECITAL	29.50
		DANCE RECITAL DECORATIONS	RECREATION / BALLET DANCE RECITAL	197.44
		EVP-INSTRUCTOR FEE WINTER SESS	RECREATION / YOUTH VOLLEYBALL-INDOOR	1,178.10
		DANCE RECITAL COSTUMES	RECREATION / BALLET DANCE RECITAL	461.84
		GOOGLE DOCS MONTHLY FEE	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	5.61
		BOLTS-SUNSET POOL SLIDE PAD	RECREATION / SUNSET POOL	197.75
		SAFETY TRAINING FOR LIFTS	CORPORATE / PARKS ADMINISTRATION	24.95
		MOORE PK PKING LIGHT BULB	CORPORATE / PARKS ADMINISTRATION	25.49
		FULL-TIME STAFF EXPENSE	RECREATION / REC ADMINISTRATION	61.95
		PAINT SPLYS	RECREATION / SPRC	19.21
		PH38 SCRIPT-MURDER ON THE 518	RECREATION / PLAYHOUSE 38	291.00
		PH38 SCRIPT-COMIC BOOK ARTIST	RECREATION / PLAYHOUSE 38	171.00
		METRONET-PH38 INTERNET	RECREATION / PLAYHOUSE 38	82.15
		METRONET-MC POOL INTERNET	RECREATION / MILL CREEK POOL	72.15
		METRONET-WHLR MAINT INTERNET	CORPORATE / PARKS ADMINISTRATION	102.20
		CONFERENCE CALL SVC	CORPORATE / PARKS ADMINISTRATION	46.78
		CONFERENCE CALL SVC	RECREATION / REC ADMINISTRATION	46.79
		UNITED OF OMAHA-LIFE INSURANCE	RECREATION / REC ADMINISTRATION	695.00
		UNITED OF OMAHA-LIFE INSURANCE	CORPORATE / PARKS ADMINISTRATION	695.00
		REIMB-AMAZON FEE	CORPORATE / PARKS ADMINISTRATION	-119.00
		DISPOSABLE GLOVES FOR TRUCKS	CORPORATE / PARKS ADMINISTRATION	23.85
		PEGBOARD HOOKS	CORPORATE / PARKS ADMINISTRATION	46.74
			CHECK TOTAL	5,345.96
74289	ABI ATTACHMENTS	GRADING BLADES AND BOX	CORPORATE / PARKS ADMINISTRATION	937.25
			CHECK TOTAL	937.25
74290	ACE HARDWARE GENEVA	HYDRANT REPAIR PARTS	CORPORATE / PARKS ADMINISTRATION	16.17
		SNAP BOLTS-FLAGS	CORPORATE / PARKS ADMINISTRATION	7.18
		BATTERIES-IRRIGATION BOXES	CORPORATE / PARKS ADMINISTRATION	12.29
		GARDEN HOSE SHUTOFF VALVE	CORPORATE / PARKS ADMINISTRATION	14.39
		FACE MASKS	CORPORATE / PARKS ADMINISTRATION	100.00
			CHECK TOTAL	150.03
74291	BATAVIA PARK DISTRICT	BATAVIA YOUTH COOP CLASSES	RECREATION / BATAVIA PARK DIST CLASSES	199.80
		BATAVIA TAI CHI CLASSES	RECREATION / BATAVIA PARK DIST CLASSES	198.00
		BATAVIA ADULT COOP CLASSES	RECREATION / BATAVIA PARK DIST CLASSES	18.00
		BATAVIA COOP TRIPS	RECREATION / ACTIVE OLDER ADULTS - TRIPS	1,231.71
			CHECK TOTAL	1,647.51

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
74292	BALL HORTICULTURAL COMPANY	PLANTS FOR ANNUAL BEDS	CORPORATE / PECK FARM	350.00
		PLANTS FOR ANNUAL BEDS	CORPORATE / PARKS ADMINISTRATION	282.46
		PLANTS FOR ANNUAL BEDS	CORPORATE / PECK FARM	613.68
		PLANTS FOR ANNUAL BEDS	CORPORATE / PARKS ADMINISTRATION	382.98
			CHECK TOTAL	1,629.12
74293	MACLAINE BARTLELT	REIMB KIDS IN KITCHEN SPLYS	RECREATION / TODDLERS	7.64
			CHECK TOTAL	7.64
74294	JACKSON BERGMAN	REIMB KIDS IN KITCHEN SPLYS	RECREATION / TODDLERS	17.87
			CHECK TOTAL	17.87
74295	BLOOMING COLOR	POOL DAY PASSES W/BARCODES	RECREATION / PUBLIC INFORMATION	399.10
			CHECK TOTAL	399.10
74296	BLACK LINE FOX VALLEY LLC	BLACKLINE-EMAIL SVC	RECREATION / REC ADMINISTRATION	185.60
		BLACKLINE-ANTIVIRUS SVC	CORPORATE / PARKS ADMINISTRATION	89.38
		BLACKLINE-ANTIVIRUS SVC	RECREATION / REC ADMINISTRATION	89.37
		BLACKLINE-COMPUTER MAINT	RECREATION / REC ADMINISTRATION	1,231.01
		BLACKLINE-SERVER MAINT	RECREATION / REC ADMINISTRATION	820.00
			CHECK TOTAL	2,415.36
74297	ELLIOTT BORTNER	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	30.00
			CHECK TOTAL	30.00
74298	TRISH BURNS	REIMB CELL PHONE USAGE	CORPORATE / PECK FARM	50.00
		REIMB MILEAGE	CORPORATE / PARKS ADMINISTRATION	125.00
			CHECK TOTAL	175.00
74299	CONSERV FS, INC.	UNLEADED FUEL	CORPORATE / PARKS ADMINISTRATION	484.56
		UNLEADED FUEL	RECREATION / REC ADMINISTRATION	53.84
		UNLEADED FUEL	CORPORATE / PARKS ADMINISTRATION	554.10
		UNLEADED FUEL	RECREATION / REC ADMINISTRATION	61.57
		DIESEL FUEL	CORPORATE / PARKS ADMINISTRATION	223.34
		MOTOR & HYDRAULIC OIL	CORPORATE / PARKS ADMINISTRATION	772.64
			CHECK TOTAL	2,150.05
74300	RYAN COFFLAND	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	30.00
			CHECK TOTAL	30.00

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
74301	CATHERINE FINCK	REIMB TODDLER SPLYS	RECREATION / TODDLERS	26.73
			CHECK TOTAL	26.73
74302	GENEVA SCHOOL DISTRICT #304	KZN SCHOOLS USAGE FY 19/20	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	54,451.25
			CHECK TOTAL	54,451.25
74303	CLAIRE GORNICKI	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	30.00
			CHECK TOTAL	30.00
74304	W.W. GRAINGER CORP.	BLADES, BOLTS-SCAGMOWERS	CORPORATE / PARKS ADMINISTRATION	64.46
			CHECK TOTAL	64.46
74305	HARRIS COMPUTER SYSTEMS, INC.	MSI & TCP ANNUAL MAINTENANCE	CORPORATE / PARKS ADMINISTRATION	4,342.39
		MSI & TCP ANNUAL MAINTENANCE	RECREATION / REC ADMINISTRATION	4,342.38
			CHECK TOTAL	8,684.77
74306	HEITKOTTER, INC.	PLASTER WALL REPAIRS	RECREATION / REC ADMINISTRATION	2,500.00
			CHECK TOTAL	2,500.00
74307	LAKESHORE RECYCLING SYSTEM	PORTOLET-SKATE PK 10/25-11/21	RECREATION / REC ADMINISTRATION	90.00
		PORTOLET-WESTERN 10/25-11/8	RECREATION / REC ADMINISTRATION	48.21
		PORTOLET-SKATE PK 3/13-4/9	RECREATION / REC ADMINISTRATION	90.00
			CHECK TOTAL	228.21
74308	JIM HUETSON	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	40.00
			CHECK TOTAL	40.00
74309	ILLINOIS SHOTOKAN KARATE	WINTER KARATE CLASSES	RECREATION / MARTIAL ARTS	8,751.84
			CHECK TOTAL	8,751.84
74310	INTERSTATE GAS SUPPLY, INC.	IGS-WHLR MAINT	CORPORATE / PARKS ADMINISTRATION	347.93
		IGS-SPRC	RECREATION / SPRC	1,270.72
		IGS-SUNSET POOL	RECREATION / SUNSET POOL	154.16
		IGS-PFP MAINT	CORPORATE / PECK FARM	198.46
		IGS-SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	192.69
		IGS-PFP HOUSE	CORPORATE / PECK FARM	112.01
		IGS-GREENHOUSE	CORPORATE / PARKS ADMINISTRATION	936.83
		IGS-SCC	RECREATION / REC ADMINISTRATION	893.60
			CHECK TOTAL	4,106.40

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
74311	JOEY KALWAT	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	40.00
			CHECK TOTAL	40.00
74312	BETH KEEN	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	30.00
			CHECK TOTAL	30.00
74313	SHEAVOUN LAMBILLOTTE	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	50.00
			CHECK TOTAL	50.00
74314	LANDSCAPE MATERIAL INC.	TOPSOIL	CORPORATE / PARKS ADMINISTRATION	120.00
		TOPSOIL	RECREATION / GIRLS SOFTBALL	120.00
			CHECK TOTAL	240.00
74315	LAKE COUNTY CORPORATION	VARIOUS PARK SIGNS	CORPORATE / PARKS ADMINISTRATION	4,437.32
			CHECK TOTAL	4,437.32
74316	LITGEN CONCRETE CORING	MOORE PK SPRYGRND CONCRETE RPR	CORPORATE / PARKS ADMINISTRATION	1,775.00
			CHECK TOTAL	1,775.00
74317	MENARDS	LO PROFILE SOCKET	RECREATION / SUNSET POOL	3.97
		PAINT FOR RED BARD DOOR	CORPORATE / PECK FARM	50.98
		STORAGE RACK FRAMES, PAINT	CORPORATE / PECK FARM	85.90
		WELDING SPLYs	CORPORATE / PARKS ADMINISTRATION	4.84
		PREEN FOR WEEDS	CORPORATE / PARKS ADMINISTRATION	51.94
		DEGREASER	CORPORATE / PARKS ADMINISTRATION	3.98
		GARDEN STAKES	CORPORATE / PARKS ADMINISTRATION	16.47
		IRRIGATION RPZ SPLYs	CORPORATE / PARKS ADMINISTRATION	226.61
		SALT BLOCKS & VINEGAR	CORPORATE / PECK FARM	12.37
		LUMBER SPLYs	RECREATION / MINIATURE GOLF	70.15
		RUST STAIN REMOVER	CORPORATE / PECK FARM	17.75
			CHECK TOTAL	544.96
74318	METALLO STUMP REMOVAL	STUMP GRINDING	CORPORATE / PARKS ADMINISTRATION	5,542.00
			CHECK TOTAL	5,542.00
74319	MIDWEST TRADING HORTICULTURAL	COMPOST FOR ANNUAL BEDS	CORPORATE / PARKS ADMINISTRATION	95.00
			CHECK TOTAL	95.00

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74320	NEXT GENERATION, INC	STAY STRONG PROMO SHIRTS	RECREATION / REC ADMINISTRATION	214.00
			CHECK TOTAL	214.00
74321	NICOR GAS	NICOR-WHLR MAINT	CORPORATE / PARKS ADMINISTRATION	199.51
		NICOR-GREENHOUSE	CORPORATE / PARKS ADMINISTRATION	268.51
		NICOR-WHLR HUT	CORPORATE / PARKS ADMINISTRATION	49.17
		NICOR-PFP HOUSE	CORPORATE / PECK FARM	80.78
		NICOR-PFP BARN	CORPORATE / PECK FARM	91.24
		NICOR-PFP MAINT	CORPORATE / PECK FARM	94.77
		NICOR-SCC	RECREATION / REC ADMINISTRATION	301.72
		NICOR-SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	96.39
		NICOR-SPRC	RECREATION / SPRC	377.80
		NICOR-PH38	RECREATION / PLAYHOUSE 38	49.19
		NICOR-POOL	RECREATION / SUNSET POOL	234.52
		NICOR-MC POOL	RECREATION / MILL CREEK POOL	71.71
			CHECK TOTAL	1,915.31
74322	OFFICE DEPOT BUSINESS CREDIT	CALENDAR-MINI GOLF	RECREATION / REC ADMINISTRATION	17.80
		FILE FOLDERS,GLUE STICKS	RECREATION / REC ADMINISTRATION	16.17
			CHECK TOTAL	33.97
74323	PDRMA	PDRMA HEALTH INSURANCE	CORPORATE / PARKS ADMINISTRATION	24,520.44
		PDRMA HEALTH INSURANCE	RECREATION / REC ADMINISTRATION	25,443.80
		PDRMA LIFE INSURANCE	CORPORATE / ADMINISTRATIVE	191.40
			CHECK TOTAL	50,155.64
74324	CHRISTY POWELL	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	50.00
			CHECK TOTAL	50.00
74325	RALPH HELM INC.	SCAGMOWER BLADES	CORPORATE / PARKS ADMINISTRATION	384.51
			CHECK TOTAL	384.51
74326	KELLY WALES	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	40.00
			CHECK TOTAL	40.00
74327	SESAC INC.	2020 MUSIC LICENSE	RECREATION / REC ADMINISTRATION	460.00
			CHECK TOTAL	460.00

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CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
74328	STEVE SLIVKA	REIMB CELL PHONE USAGE	CORPORATE / PARKS ADMINISTRATION	40.00
			CHECK TOTAL	40.00
74329	BUMPER TO BUMPER	POLARIS-OIL FILTER	CORPORATE / PARKS ADMINISTRATION	5.77
		TRACTOR-OIL FILTER	CORPORATE / PARKS ADMINISTRATION	7.19
			CHECK TOTAL	12.96
74330	VERIZON WIRELESS	VERIZON CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	1.70
		VERIZON CELL PHONE USAGE	CORPORATE / PECK FARM	56.15
		VERIZON CELL PHONE USAGE	CORPORATE / PARKS ADMINISTRATION	168.45
		VERIZON CELL PHONE USAGE	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	18.70
			CHECK TOTAL	245.00
74331	NICOLE VICKERS	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	50.00
			CHECK TOTAL	50.00
74332	STEVENS STREET PROPERTIES	PH38 RENT FEES-MAY	RECREATION / PLAYHOUSE 38	1,800.00
		PH38 STORAGE FEES	RECREATION / PLAYHOUSE 38	318.00
			CHECK TOTAL	2,118.00
74333	EMILY WOLF	REPLACED PAYROLL CHK #72001	RECREATION / PARK DISTRICT PRESCHOOL	251.64
			CHECK TOTAL	251.64
			WARRANT TOTAL	205,982.16

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GENEVA PARK DISTRICT
WARRANT NUMBER 051420

GENERAL UNPAID

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FROM CHECK # 74334 TO CHECK # 74367

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
74334	ABLE PEST CONTROL, INC.	PEST CONTROL-PARK PAVILIONS	CORPORATE / PARKS ADMINISTRATION	1,100.00
			CHECK TOTAL	1,100.00
74335	ACCURATE EDGE LANDSCAPE INC	VARIOUS PKS MOWING SVC-APRIL	CORPORATE / PARKS ADMINISTRATION	7,626.56
			CHECK TOTAL	7,626.56
74336	APEX LANDSCAPING INC.	MINI GOLF LANDSCAPE CLEAN-UP	CORPORATE / PARKS ADMINISTRATION	3,192.00
			CHECK TOTAL	3,192.00
74337	DAVEY TREE EXPERT COMPANY	MULCH FOR MINI GOLF	CORPORATE / PARKS ADMINISTRATION	910.00
			CHECK TOTAL	910.00
74338	HIGH RISE SECURITY SYSTEMS	FIRE ALARM REPROGRAMMING	RECREATION / SPRC	375.00
			CHECK TOTAL	375.00
74339	MAID BRIGADE OF CENTRAL DUPAGE	DISINFECTANT SVC 4/17-4/24	RECREATION / REC ADMINISTRATION	450.00
		DISINFECTANT SVC 4/27,4/29	RECREATION / REC ADMINISTRATION	300.00
			CHECK TOTAL	750.00
74340	MENARDS	PH38 PAINT	RECREATION / PLAYHOUSE 38	9.98
			CHECK TOTAL	9.98
74341	MIDWEST EQUIPMENT COMPANY	EQUIPMENT-TUNE UP KIT	RECREATION / SUNSET POOL CONCESSIONS	64.21
			CHECK TOTAL	64.21
74342	RALPH HELM INC.	CHAINSAW FILES	CORPORATE / PECK FARM	9.98
			CHECK TOTAL	9.98
74343	SHAW MEDIA	BIKE TRAIL GUIDE	RECREATION / PUBLIC INFORMATION	413.00
		FRONT PAGE AD (4/2 & 4/23)	RECREATION / PUBLIC INFORMATION	398.00
		LEGAL NOTICE-BOND ORDINANCE	CORPORATE / PARKS ADMINISTRATION	27.47
		LEGAL NOTICE-BOND ORDINANCE	RECREATION / REC ADMINISTRATION	27.47
			CHECK TOTAL	865.94
74344	WAGNER AGGREGATE, INC.	LIMESTONE SCREENING-STH STR	RECREATION / PECK FARM BASEBALL	24.31
			CHECK TOTAL	24.31
74345	ALARM DETECTION SYSTEMS, INC.	ALARM QTRLY FEE MAY-JUNE-JULY	RECREATION / SPRC	1,109.67

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GENEVA PARK DISTRICT
WARRANT NUMBER 051420

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FROM CHECK # 74334 TO CHECK # 74367

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
74345	ALARM DETECTION SYSTEMS, INC.	ALARM QTRLY FEE MAY-JUNE-JULY	CORPORATE / PARKS ADMINISTRATION	139.50
		ALARM QTRLY FEE MAY-JUNE-JULY	RECREATION / REC ADMINISTRATION	543.03
		ALARM QTRLY FEE MAY-JUNE-JULY	CORPORATE / PECK FARM	820.59
		ALARM QTRLY FEE MAY-JUNE-JULY	RECREATION / SUNSET POOL	141.18
		ALARM QTRLY FEE MAY-JUNE-JULY	RECREATION / MINIATURE GOLF	76.23
			CHECK TOTAL	2,830.20
74346	AT&T	AT&T-PFP INTERNET	CORPORATE / PECK FARM	68.06
			CHECK TOTAL	68.06
74347	BLUE LION SYSTEMS, INC	BLUE LION CAMERA SVC MAINT	CORPORATE / PECK FARM	98.00
			CHECK TOTAL	98.00
74348	CALL ONE	CALL ONE MONTHLY SVC	RECREATION / SUNSET RACQUETBALL & FITNESS	95.82
		CALL ONE MONTHLY SVC	RECREATION / REC ADMINISTRATION	511.05
		CALL ONE MONTHLY SVC	RECREATION / SUNSET POOL	168.33
		CALL ONE MONTHLY SVC	RECREATION / SPRC	800.71
		CALL ONE MONTHLY SVC	CORPORATE / PARKS ADMINISTRATION	245.77
		CALL ONE MONTHLY SVC	RECREATION / MINIATURE GOLF	61.44
		CALL ONE MONTHLY SVC	CORPORATE / PECK FARM	125.84
			CHECK TOTAL	2,008.96
74349	CITY OF GENEVA	CITY ELECTRIC-MOORE PK	CORPORATE / MOORE SPRAY PARK	17.01
		CITY WATER/SEWER-MOORE PK	CORPORATE / MOORE SPRAY PARK	68.45
		CITY ELECTRIC-ESPING FLAG POLE	CORPORATE / PARKS ADMINISTRATION	22.08
		CITY ELECTRIC-OLD MILL PK	CORPORATE / PARKS ADMINISTRATION	25.85
			CHECK TOTAL	133.39
74350	COM ED	COMED-MC POOL	RECREATION / SUNSET POOL	254.20
			CHECK TOTAL	254.20
74351	THE CONSERVATION FOUNDATION	CONSERVATION FOUND. MBRSHIP	CORPORATE / PARKS ADMINISTRATION	250.00
			CHECK TOTAL	250.00
74352	COMCAST CABLE	COMCAST SCC INTERNET/CABLE	RECREATION / REC ADMINISTRATION	282.92
		COMCAST SRFC INTERNET/CABLE	RECREATION / SUNSET RACQUETBALL & FITNESS	551.80
		COMCAST SPRC INTERNET/CABLE	RECREATION / SPRC	739.72
			CHECK TOTAL	1,574.44

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FROM CHECK # 74334 TO CHECK # 74367

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
74353	COSTCO MEMBERSHIP	COSTCO MEMBERSHIP	CORPORATE / PECK FARM	120.00
			CHECK TOTAL	120.00
74354	CRANE MERCHANDISING SYSTEMS	SRFC VENDING MACHINE SVC	RECREATION / SUNSET RACQUETBALL & FITNESS	8.95
		SPRC VENDING MACHINE SVC	RECREATION / SPRC	17.90
			CHECK TOTAL	26.85
74355	CULLIGAN TRI-CITY SWS, INC.	CULLIGAN WATER SERVICE	CORPORATE / PECK FARM	25.00
		CULLIGAN WATER SERVICE	RECREATION / SPRC	25.00
		CULLIGAN WATER SERVICE	RECREATION / REC ADMINISTRATION	41.00
			CHECK TOTAL	91.00
74356	FRONTLINE TECHNOLOGIES GROUP,	ANNUAL APPLITRACK SOFTWARE	CORPORATE / PARKS ADMINISTRATION	1,100.92
		ANNUAL APPLITRACK SOFTWARE	RECREATION / REC ADMINISTRATION	1,100.93
			CHECK TOTAL	2,201.85
74357	W.W. GRAINGER CORP.	PTO SWITCHES-SCAG MOWER	CORPORATE / PARKS ADMINISTRATION	63.66
			CHECK TOTAL	63.66
74358	GROOT, INC.	REFUSE DISPOSAL	CORPORATE / PECK FARM	342.92
		REFUSE DISPOSAL	CORPORATE / PARKS ADMINISTRATION	359.95
			CHECK TOTAL	702.87
74359	LAKESHORE RECYCLING SYSTEM	PORTOLET SVC-COMM GARDENS	CORPORATE / COMMUNITY GARDEN	22.50
			CHECK TOTAL	22.50
74360	INVEX DESIGN LLC	ANNUAL WEB HOSTING FEE	RECREATION / REC ADMINISTRATION	1,864.00
		ANNUAL WEB SUPPORT SVC	RECREATION / REC ADMINISTRATION	3,600.00
			CHECK TOTAL	5,464.00
74361	INTERSTATE GAS SUPPLY, INC.	IGS-WHLR MAINT	CORPORATE / PARKS ADMINISTRATION	151.19
		IGS-SPRC	RECREATION / SPRC	591.36
		IGS-SUNSET POOL	RECREATION / SUNSET POOL	83.85
		IGS-PFP MAINT	CORPORATE / PECK FARM	108.27
		IGS-SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	114.54
		IGS-PFP HOUSE	CORPORATE / PECK FARM	82.28
		IGS-GREENHOUSE	CORPORATE / PARKS ADMINISTRATION	348.04
		IGS-SCC	RECREATION / REC ADMINISTRATION	482.28
			CHECK TOTAL	1,961.81

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GENEVA PARK DISTRICT
WARRANT NUMBER 051420

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FROM CHECK # 74334 TO CHECK # 74367

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
74362	MAID BRIGADE OF CENTRAL DUPAGE	DISINFECTANT SVC 5/1-5/13	RECREATION / REC ADMINISTRATION	700.00
			CHECK TOTAL	700.00
74363	MENARDS	PEG BOARD HOOKS	CORPORATE / PARKS ADMINISTRATION	6.47
		WELDING SPLYs, BATTERIES	CORPORATE / PARKS ADMINISTRATION	50.26
		POWER WASHER HOSE	CORPORATE / PARKS ADMINISTRATION	34.99
		SINK REPAIR PART	CORPORATE / PARKS ADMINISTRATION	14.98
		7 PIECE HOLE SAW KIT	CORPORATE / PECK FARM	34.98
		REPAIR PARTS FOR BATHROOM DOOR	CORPORATE / PECK FARM	54.04
		FOAM EXPANSION JOINT	CORPORATE / PARKS ADMINISTRATION	11.96
		PRESSURE WASHER HOSE	CORPORATE / PECK FARM	29.99
		GLASS CLEANER	CORPORATE / PECK FARM	2.29
		WHLR IRRIGATION PARTS	CORPORATE / PARKS ADMINISTRATION	12.68
		HAWKS HOLLOW ROUND POSTS	CORPORATE / PECK FARM	65.20
		RPR PARTS-SUMP PUMP,DOWNSPOUT	CORPORATE / PECK FARM	51.88
		IRRIGATION PARTS/TOOL	CORPORATE / PARKS ADMINISTRATION	17.08
			CHECK TOTAL	386.80
74364	OFFICE DEPOT BUSINESS CREDIT	YELLOW PRINTER CARTRIDGE	CORPORATE / PARKS ADMINISTRATION	32.01
		RUBBERBANDS, STORAGE TOTES	RECREATION / REC ADMINISTRATION	28.16
			CHECK TOTAL	60.17
74365	FRANK VAN AELST & ASSOC INC	MONTHLY ACCOUNTING SVC	RECREATION / REC ADMINISTRATION	425.00
		MONTHLY ACCOUNTING SVC	CORPORATE / PARKS ADMINISTRATION	425.00
			CHECK TOTAL	850.00
74366	VERMONT SYSTEMS, INC.	VSI ANNUAL MAINTENANCE FEE	CORPORATE / PARKS ADMINISTRATION	5,246.82
		VSI ANNUAL MAINTENANCE FEE	RECREATION / REC ADMINISTRATION	5,246.82
			CHECK TOTAL	10,493.64
74367	WILD GOOSE CHASE, INC.	GOOSE EGG DEPREDAATION	CORPORATE / PARKS ADMINISTRATION	495.00
		MONTHLY GOOSE CONTROL INSPEC	CORPORATE / PARKS ADMINISTRATION	975.00
			CHECK TOTAL	1,470.00
			WARRANT TOTAL	46,760.38

Geneva Park District Board Meeting

Superintendent of Finance and Personnel Report

Submitted by Christy Powell

May 18, 2020

Monthly Reports

Attached is the April Investment Report and Revenue & Expenditure Reports for your review.

COVID 19 Financial Impact

Projections were provided to the Board as to the financial impact of COVID19. Thru April 30, 2020 the estimated financial impact was a net loss of \$342,625, the actual financial impact is a net loss of \$367,263.

COVID 19 Fitness Center Projections

Included in this report is financial projections for the fitness centers. Total net loss as compared to the prior year due to covid19 for the 1.5 month period is estimated at \$71,000.

COVID 19 Pool Projections

The Board requested financial projections for the pools with the impact of COVID19. A projection of the Sunset Pool, Sunset Pool Concessions and Mill Creek Pool is included for your review. The analysis includes opening for the entire season or two months or one month. Also, included in the analysis is reduced revenue (at -25%, -50%, and -75%) as a result of lower attendance which would reduce daily fees, and a decrease in pool pass sales. The net financial loss range for Sunset Pool is \$120k-\$282k; Sunset Pool Concessions \$9k-\$40k; and Mill Creek Pool \$28k-\$54k.

Public Hearing and Adoption of Annual Budget and Appropriation Ordinance (#2020-4)

A public hearing will be held at tonight's meeting to review the Budget and Appropriation Ordinance. Following the hearing the Budget and Appropriation Ordinance #2020-4 is scheduled for approval. The Budget Ordinance has been available for public inspection on the District's website. A legal notice announcing the budget hearing was published in the Thursday, April 30th issue of the Kane County Chronicle. The Adopted Ordinance and Certification of Estimated Revenues for the various funds will be filed with the Kane County Clerk.

GENEVA PARK DISTRICT
INVESTMENTS
April 30, 2020

Blended Rate

1.17%

General Account

Checking Account	Harris Bank Checking	\$	399,577.35	0.30%	Upcoming Bond Payments:			
MM Acct.	Harris Bank Money Market	\$	1,243,572.34	0.30%	Rec 2014	6/15/20	\$	77,570
		\$	1,643,149.69		Ltd B&I 2019	6/15/20	\$	11,793
Total							\$	89,363

CD	12 mos	State Bank of Geneva	\$	52,391.28	2.25%	06/09/20
MBS CD	6 mos	Hancock Whitney Bank	\$	200,000.00	1.65%	07/16/20
MBS CD	6 mos	Umpqua Bank	\$	100,000.00	1.65%	08/21/20
MBS CD	6 mos	TIAA FSB	\$	110,000.00	1.53%	09/25/20
MBS CD	9 mos	Wells Fargo Bank	\$	100,000.00	1.70%	10/19/20
MBS CD	8 mos	Goldman Sachs	\$	25,000.00	1.42%	11/25/20
MBS CD	8 mos	Synchrony Bk	\$	50,000.00	1.49%	11/27/20
MBS CD	9 mos	American Express	\$	100,000.00	1.47%	12/16/20
MBS CD	12 mos	Morgan Stanley Bank	\$	100,000.00	1.70%	01/15/21
MBS CD	11 mos	Kessler Fed Cr Un	\$	100,000.00	1.49%	02/26/21
IPDLAF		IPDLAF	\$	10,361.19	0.82%	
IMET		Convenience Fund		3,185,819.61	0.43%	
IMET		1-3 Year Fund		588,634.04	5.05%	
		TOTAL	\$	4,722,206.12		
		Grand Total General	\$	6,365,355.81		

Construction Account

Harris Checking	Harris Bank Checking	\$	316,011.63	0.30%
Harris MM	Harris Money Market	\$	926,974.16	0.30%
		\$	1,242,985.79	
CBA	Harris Trust & Savings Bank	\$	854,000.00	0.00%
GPD Bonds	S2019 Limited Bonds	\$	813,340.00	2.89%
CD	State Bank of Geneva	\$	27,631.33	2.25%
IPDLAF	IPDLAF	\$	4,364.77	0.82%
IMET	Convenience Fund		206,375.36	0.43%
IMET	1-3 Year Fund		222,838.94	5.05%
	SUBTOTAL	\$	2,128,550.40	
	Grand Total Construction	\$	3,371,536.19	

Compensating Balance Account

12/15/20
06/09/20

GPD/GSD304 Western Ave. Gym

CD	21 mo	U.S. Bank	\$	141,338.62	1.55%	11/14/20
		GPD Portion of CD	\$	70,669.31		

GPD/GSD304 Harrison St. Gym

CD	21 mo	U.S. Bank	\$	91,114.72	1.55%	11/14/20
		GPD Portion of CD	\$	45,557.36		

Notes: All investments are fully collateralized (>110%) and/or covered by FDIC and/or invested in fully guaranteed US Back Government Securities per the Park District's Investment Policy.

**Geneva Park District
Revenue and Expenditure Report
For April 30, 2020**

Monthly % of Annual Budget

100%

	April Actual	YTD Actual	Annual Budget	% of Budget	
GENERAL FUND REVENUES					
Real Estate Taxes	\$ -	\$ 3,837,847	\$ 3,775,000	102%	(a)
Replacement Taxes	7,627	39,746	22,000	181%	
Investment Income	1,551	79,992	40,000	200%	
Reimbursements	-	7,686	9,000	85%	
Rentals & Leases	50	4,110	4,000	103%	
Peck Farm Receipts	(253)	24,538	23,800	103%	
Camp Coyote- Peck Farm Camp	-	38,461	30,000	128%	(b)
Camp Adventure - Peck Farm Camp	-	12,114	12,000	101%	(b)
Birthday Parties- Peck Farm	-	3,150	7,000	45%	
Learn from the Experts- Peck Farm	-	9,722	9,000	108%	
Peck Farm General Programs	(1,213)	11,937	10,000	119%	
Community Garden	-	3,930	5,500	71%	
Peck Farm School/Scout Groups	(330)	5,515	7,500	74%	
Total Revenues	\$ 7,433	\$ 4,078,747	\$ 3,954,800	103%	
GENERAL FUND EXPENDITURES					
Administration	\$ 207,631	\$ 3,012,389	\$ 3,797,850	79%	
Peck Farm	6,491	97,457	105,600	92%	
Camp Coyote- Peck Farm Camp	-	25,919	20,000	130%	
Camp Adventure- Peck Farm Camp	-	6,204	7,000	89%	
Birthday Parties- Peck Farm	-	774	2,500	31%	
Learn from the Experts- Peck Farm	-	816	7,000	12%	
Peck Farm General Programs	612	6,564	800	821%	
Community Garden	74	3,471	3,800	91%	
Peck Farm School/Scout Groups	-	89	600	15%	
Moore Spray Park	102	6,337	9,650	66%	
Total Expenditures	\$ 214,910	\$ 3,160,020	\$ 3,954,800	80%	
Total General Fund Net Surplus (Deficit)	\$ (207,477)	\$ 918,727	\$ -	n/a	

**Geneva Park District
Revenue and Expenditure Report
For April 30, 2020**

Monthly % of Annual Budget

100%

	April Actual	YTD Actual	Annual Budget	% of Budget	
RECREATION FUND REVENUES					
Real Estate Taxes	\$ -	\$ 1,559,354	\$ 1,530,000	102%	(a)
Replacement Taxes	7,627	39,746	22,000	181%	
Investment Income	1,551	80,000	40,000	200%	
Public Information- Advertising & Sponsorships	-	14,794	13,500	110%	
Community Center Rentals	(218)	7,020	9,000	78%	
General Recreation	(1,915)	157,639	238,500	66%	
Playhouse 38	(701)	77,575	78,700	99%	
Preschool/ Toddler	(17,332)	308,622	356,000	87%	(c)
Active Older Adults	630	32,222	19,500	165%	
Dance	(21,531)	118,651	120,000	99%	
Camps	-	391,498	345,000	113%	(b)
Contracted & Co-op	(842)	9,486	18,200	52%	
Special Events	(1,797)	82,136	74,150	111%	
Tennis	-	19,063	16,000	119%	
Tumbling/ Gymnastics/Cheerleading	(11,647)	139,518	160,900	87%	
Baseball/ Softball	-	61,454	62,500	98%	
General Athletics	(20,068)	336,245	374,000	90%	
Sunset Racquetball & Fitness	68	188,128	209,800	90%	
Pool	-	583,258	591,900	99%	(d)
Mini Golf	-	96,526	97,200	99%	
After School Programs	(45,800)	944,948	830,500	114%	(e)
Scholarships	4,952	4,952	7,000	71%	(g)
SPRC	(2,236)	616,385	669,500	92%	
Total Revenues	\$ (109,257)	\$ 5,869,217	\$ 5,883,850	100%	
RECREATION FUND EXPENDITURES					
Administration	\$ 92,309	\$ 1,853,877	\$ 2,345,588	79%	
Public Information	3,553	88,631	136,800	65%	
Community Center Rentals	-	660	1,500	44%	
General Recreation	4,598	94,656	123,525	77%	
Playhouse 38	1,122	80,875	70,850	114%	
Preschool/ Toddler	52,005	324,678	323,000	101%	
Active Older Adults	1,532	26,492	14,800	179%	
Dance	3,948	68,039	59,800	114%	
Camps	521	264,792	263,250	101%	
Contracted & Co-op	886	8,102	13,600	60%	
Special Events	4,097	57,349	52,250	110%	
Tennis	-	12,221	11,000	111%	
Tumbling/ Gymnastics/Cheerleading	3,506	116,791	106,800	109%	
Baseball/ Softball	253	29,198	24,200	121%	
General Athletics	19,059	245,045	240,275	102%	
Ice Rinks	-	-	-	0%	
Gymnasiums	(12,554)	-	48,400	0%	(f)
Sunset Racquetball & Fitness	9,599	139,693	133,462	105%	
Pool	(4,086)	574,645	563,850	102%	
Mini Golf	542	37,046	37,700	98%	
After School Programs	219,573	687,142	776,600	88%	
Scholarships	-	9,632	7,000	138%	(g)
SPRC	30,590	494,640	529,600	93%	
Total Expenditures	\$ 431,051	\$ 5,214,202	\$ 5,883,850	89%	
Total Recreation Fund Net Surplus (Deficit)	\$ (540,308)	\$ 655,016	\$ -	n/a	

Geneva Park District
Revenue and Expenditure Report
For April 30, 2020

Monthly % of Annual Budget

100%

	April Actual	YTD Actual	Annual Budget	% of Budget	
LIABILITY FUND REVENUES					
Real Estate Taxes	\$ -	\$ 172,226	\$ 171,250	101%	(a)
Replacement Taxes	1,387	7,227	4,000	181%	
Investment Income	21	250	250	100%	
PDRMA Reimbursements	-	1,500	1,500	100%	
Transfer from Fund Balance	-	-	5,000	0%	
Total Revenues	\$ 1,408	\$ 181,203	\$ 182,000	100%	
LIABILITY FUND EXPENDITURES					
Liability Insurance	\$ 40,062	\$ 143,023	\$ 162,000	88%	(h)
State Unemployment	-	5,225	20,000	26%	
Total Expenditures	\$ 40,062	\$ 148,248	\$ 182,000	81%	
Total Liability Fund Net Surplus (Deficit)	\$ (38,655)	\$ 32,954	\$ -	n/a	

IMRF FUND REVENUES					
Real Estate Taxes	\$ -	\$ 238,737	\$ 237,500	101%	(a)
Replacement Taxes	4,854	25,293	14,000	181%	
Investment Income	125	1,500	1,500	100%	
Transfer from Recreation Programs & Fund Balance	21,000	21,000	52,000	40%	
Total Revenues	\$ 25,979	\$ 286,530	\$ 305,000	94%	
IMRF FUND EXPENDITURES					
IMRF Expense	\$ 21,500	\$ 234,501	\$ 305,000	77%	
Total Expenditures	\$ 21,500	\$ 234,501	\$ 305,000	77%	
Total IMRF Fund Net Surplus (Deficit)	\$ 4,478	\$ 52,029	\$ -	n/a	

AUDIT FUND REVENUES					
Real Estate Taxes	\$ -	\$ 10,698	\$ 10,100	106%	(a)
Replacement Taxes	\$ 1,040	\$ 5,420	\$ 3,000	181%	
Transfer from Fund Balance	-	-	-	n/a	
Total Revenues	\$ 1,040	\$ 16,118	\$ 13,100	123%	
AUDIT FUND EXPENDITURES					
Audit Expense	\$ -	\$ 13,000	\$ 13,100	99%	
Total Expenditures	\$ -	\$ 13,000	\$ 13,100	99%	
Total Audit Fund Net Surplus (Deficit)	\$ 1,040	\$ 3,118	\$ -	n/a	

SOCIAL SECURITY FUND REVENUES					
Real Estate Taxes	\$ -	\$ 296,066	\$ 294,500	101%	(a)
Replacement Taxes	4,507	23,486	13,000	181%	
Investment Income	208	2,500	2,500	100%	
Transfer from Recreation Programs	25,000	25,000	25,000	100%	
Transfer from Fund Balance	-	-	-	0%	
Total Revenues	\$ 29,715	\$ 347,052	\$ 335,000	104%	
SOCIAL SECURITY FUND EXPENDITURES					
FICA/ Medicare	\$ 19,489	\$ 329,075	\$ 335,000	98%	
Total Expenditures	\$ 19,489	\$ 329,075	\$ 335,000	98%	
Total Social Security Fund Net Surplus (Deficit)	\$ 10,226	\$ 17,976	\$ -	n/a	

Geneva Park District
Revenue and Expenditure Report
For April 30, 2020

Monthly % of Annual Budget

100%

	April Actual	YTD Actual	Annual Budget	% of Budget
FVSRA FUND REVENUES				
Real Estate Taxes	\$ -	\$ 567,251	\$ 560,000	101% (a)
Total Revenues	\$ -	\$ 567,251	\$ 560,000	101%
FVSRA FUND EXPENDITURES				
Contractual Services	\$ -	\$ 30,502	\$ 55,000	55%
ADA Structural Improvements	-	-	253,162	0%
FVSRA- Program Payments	-	251,838	251,838	100% (i)
Total Expenditures	\$ -	\$ 282,340	\$ 560,000	50%
Total FVSRA Fund Net Surplus (Deficit)	\$ -	\$ 284,910	\$ -	n/a
BOND & INTEREST FUND REVENUES				
Real Estate Taxes	\$ -	\$ 825,508	\$ 821,319	101% (a)
Total Revenues	\$ -	\$ 825,508	\$ 821,319	101%
BOND & INTEREST FUND EXPENDITURES				
Bond Payments	\$ -	\$ 821,319	\$ 821,319	100% (j)
Total Expenditures	\$ -	\$ 821,319	\$ 821,319	100%
Total Bond & Interest Fund Net Surplus (Deficit)	\$ -	\$ 4,189	\$ -	n/a
CONSTRUCTION FUND REVENUES				
Reimbursements	\$ 20,000	\$ 32,374	\$ 50,000	65%
Bond Issue	-	-	-	0%
Farming Revenue	-	1,400	1,000	140%
Grant Revenue	-	200,000	400,000	50%
Donations	-	11,571	10,000	116%
Land Cash Revenue	32,040	104,424	147,000	71%
Investment Income	993	78,227	38,760	202%
Audit Transfer	-	-	1,400,000	0%
Total Revenues	\$ 53,032	\$ 427,996	\$ 2,046,760	21%
CONSTRUCTION FUND EXPENDITURES				
Planning/ Architect/ Engineering	\$ 3,051	\$ 110,263	\$ 202,000	55%
Buildings & Improvements	763	1,168,376	1,135,997	103%
Parks/ Playground Improvements/ Acquisitions	165,450	571,509	2,044,977	28%
Landscaping & Groundskeeping	793	37,528	50,000	75%
Operating Equipment & Vehicles	1,784	147,389	225,407	65%
Recreation Equipment/ Repairs	-	-	3,000	0%
Emergency Repairs/ Replacements	-	49,169	70,774	69%
Total Expenditures	\$ 171,841	\$ 2,084,234	\$ 3,732,155	56%
Total Construction Fund Net Surplus (Deficit)	\$ (118,809)	\$ (1,656,238)	\$ (1,685,395)	n/a

(a) Majority of real estate taxes are received in the months of June and September.

(b) All camp revenue collected in Mar & Apr of 2019, the prior fiscal year, for camps held in the Summer of 2019 have been accrued and recognized as revenue in May 2019. Likewise, revenue collected in Mar & Apr 2020 will be deferred until FY2020-21.

(c) Program revenue for the Preschool program is received during the school year Sep - May. Whereas expenditures remain level throughout the year.

(d) Pool Membership Pass revenue collected in Mar & Apr of 2019, the prior fiscal year, for Summer 2019 have been accrued and recognized as revenue. Likewise, membership pass revenue collected in Mar & Apr of 2020 will be deferred until FY2020-21.

(e) Revenue for the before and after school program is received during the school year Sep thru Apr.

(f) Gymnasium expense transferred to kidszone program at year end

(g) A large majority of this revenue is received from proceeds from the Harvest Hustle. Expenditures are recorded thru out the year to reflect program expense whereby scholarship participants have participated throughout the year.

(h) Payments for liability insurance are made on a quarterly basis in the months of July, October, January and April

(i) FVSRA payments are scheduled to be made in the months of June and November.

Geneva Park District
Revenue and Expenditure Report
For April 30, 2020

Monthly % of Annual Budget 100%

	April Actual	YTD Actual	Annual Budget	% of Budget
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(j) Bond payments are made in the months of June and December.

DATE: 05/11/2020
TIME: 11:27:17
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GENEVA PARK DISTRICT
DETAILED REVENUE & EXPENSE REPORT
MONTH ACTUAL W/FYTD AND FY BUDGET W/\$ REMAINING

PAGE: 1
F-YR: 20

FUND: RECREATION
FOR 12 PERIODS ENDING APRIL 30, 2020

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
PLAYHOUSE 38					
REVENUES					
RECEIPTS					
02-2313-4-0000-11	PROGRAM FEES	(616.80)	42,671.89	41,000.00	(1,671.89)
02-2313-4-0000-23	TICKET SALES	(100.00)	32,746.90	33,500.00	753.10
02-2313-4-0000-39	SPONSORSHIP / ADVERTISING FEES	0.00	0.00	1,000.00	1,000.00
02-2313-4-0000-77	CONCESSIONS	16.00	2,156.24	3,200.00	1,043.76
TOTAL RECEIPTS		(700.80)	77,575.03	78,700.00	1,124.97
SALARIES & WAGES					
02-2313-5-0000-10	SALARIES & WAGES	335.00	28,725.13	26,000.00	(2,725.13)
TOTAL SALARIES & WAGES		335.00	28,725.13	26,000.00	(2,725.13)
CONTRACTUAL SERVICES					
02-2313-6-0000-05	WATER & SEWER	0.00	0.00	0.00	0.00
02-2313-6-0000-06	NATURAL GAS	113.60	604.72	700.00	95.28
02-2313-6-0000-07	ELECTRIC	86.29	1,211.87	1,500.00	288.13
02-2313-6-0000-09	ADVERTISING & PRINTING	0.00	0.00	500.00	500.00
02-2313-6-0000-11	PROFESSIONAL SERVICES	544.15	16,311.21	9,000.00	(7,311.21)
02-2313-6-0000-12	RENTAL FEES	0.00	24,684.00	25,000.00	316.00
TOTAL CONTRACTUAL SERVICES		744.04	42,811.80	36,700.00	(6,111.80)
COMMODITIES					
02-2313-7-0000-01	OFFICE SUPPLIES	0.00	0.00	100.00	100.00
02-2313-7-0000-18	CLOTHING	0.00	0.00	150.00	150.00
02-2313-7-0000-25	PROGRAM OPERATING SUPPLIES	42.56	7,793.12	6,500.00	(1,293.12)
02-2313-7-0000-28	CONCESSION SUPPLIES	0.00	1,545.00	1,400.00	(145.00)
TOTAL COMMODITIES		42.56	9,338.12	8,150.00	(1,188.12)
MAINTENANCE / CAPITAL					
02-2313-8-0000-23	EQUIPMENT	0.00	0.00	0.00	0.00
TOTAL MAINTENANCE / CAPITAL		0.00	0.00	0.00	0.00
TOTAL REVENUES: PLAYHOUSE 38		(700.80)	77,575.03	78,700.00	1,124.97
EXPENSES					
DEPT. SUMMARY:					
TOTAL REVENUE		(700.80)	77,575.03	78,700.00	1,124.97
TOTAL EXPENSE		1,121.60	80,875.05	70,850.00	(10,025.05)
NET SURPLUS (DEFICIT)		(1,822.40)	(3,300.02)	7,850.00	11,150.02

DATE: 05/11/2020
TIME: 11:27:17
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GENEVA PARK DISTRICT
DETAILED REVENUE & EXPENSE REPORT
MONTH ACTUAL W/FYTD AND FY BUDGET W/\$ REMAINING

PAGE: 2
F-YR: 20

FUND: RECREATION
FOR 12 PERIODS ENDING APRIL 30, 2020

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

TOTAL FUND REVENUES		(700.80)	77,575.03	78,700.00	1,124.97
TOTAL FUND EXPENSES		1,121.60	80,875.05	70,850.00	(10,025.05)
FUND SURPLUS (DEFICIT)		(1,822.40)	(3,300.02)	7,850.00	11,150.02

FUND: CORPORATE
FOR 12 PERIODS ENDING 30, 2020

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

PARKS ADMINISTRATION					
REVENUES					
RECEIPTS		7,432	4,078,746	3,954,800	(123,946)
EXPENSES					
SALARIES / WAGES		100,668	1,516,371	1,515,300	(1,071)
CONTRACTUAL SERVICES		66,356	454,526	499,800	45,273
COMMODITIES		11,752	92,601	112,050	19,448
MAINTENANCE / CAPITAL INVEST.		36,132	1,096,520	1,133,150	36,629
TRANSFERS		0	0	694,500	0
TOTAL EXPENSES: PARKS ADMINISTRATION		214,909	3,160,019	3,954,800	794,780
NET SURPLUS (DEFICIT)		(207,477)	918,727	0	(918,727)
TOTAL FUND REVENUES		7,432	4,078,746	3,954,800	(123,946)
TOTAL FUND EXPENSES		214,909	3,160,019	3,954,800	794,780
SURPLUS (DEFICIT)		(207,477)	918,727	0	(918,727)

FUND: CORPORATE

ADMINISTRATIVE/OPERATIONS					
REVENUES					
RECEIPTS		9,177	1,693,893	1,605,500	(88,393)
EXPENSES					
SALARIES / WAGES		47,130	755,822	786,500	30,677
CONTRACTUAL SERVICES		20,015	516,746	662,200	145,453
COMMODITIES		2,338	19,014	24,500	5,485
MAINTENANCE / CAPITAL INVEST.		26,376	650,924	687,188	36,263
TRANSFERS		0	0	322,000	0
TOTAL EXPENSES: ADMINISTRATIVE/OPERATIONS		95,861	1,942,507	2,482,388	539,880
NET SURPLUS (DEFICIT)		(86,683)	(248,614)	(876,888)	(628,273)
COMMUNITY CENTER RENTALS					
REVENUES					
RECEIPTS		(217)	7,020	9,000	1,980
EXPENSES					
SALARIES / WAGES		0	659	1,500	840
CONTRACTUAL SERVICES		0	0	0	0
TOTAL EXPENSES: COMMUNITY CENTER RENTALS		0	659	1,500	840
NET SURPLUS (DEFICIT)		(217)	6,360	7,500	1,139
GENERAL RECREATION					
REVENUES					
RECEIPTS		(2,615)	235,213	317,200	81,986
EXPENSES					

FUND: CORPORATE
 FOR 12 PERIODS ENDING 30, 2020

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
GENERAL RECREATION					
	SALARIES / WAGES	3,924	99,209	117,400	18,190
	CONTRACTUAL SERVICES	1,752	64,833	63,850	(983)
	COMMODITIES	42	11,488	13,125	1,636
	MAINTENANCE / CAPITAL INVEST.	0	0	0	0
	TOTAL EXPENSES: GENERAL RECREATION	5,719	175,530	194,375	18,844
	NET SURPLUS (DEFICIT)	(8,334)	59,682	122,825	63,142
PRESCHOOL					
	REVENUES				
	RECEIPTS	(17,331)	308,622	356,000	47,377
	EXPENSES				
	SALARIES / WAGES	44,555	294,205	287,000	(7,205)
	CONTRACTUAL SERVICES	7,376	23,421	29,000	5,578
	COMMODITIES	52	6,392	6,300	(92)
	MAINTENANCE / CAPITAL INVEST.	19	657	700	42
	TOTAL EXPENSES: PRESCHOOL	52,004	324,677	323,000	(1,677)
	NET SURPLUS (DEFICIT)	(69,336)	(16,055)	33,000	49,055
ACTIVE OLDER ADULTS					
	REVENUES				
	RECEIPTS	630	32,221	19,500	(12,721)
	EXPENSES				
	SALARIES / WAGES	300	6,720	6,300	(420)
	CONTRACTUAL SERVICES	1,231	19,771	8,500	(11,271)
	COMMODITIES	0	0	0	0
	TOTAL EXPENSES: ACTIVE OLDER ADULTS	1,531	26,491	14,800	(11,691)
	NET SURPLUS (DEFICIT)	(901)	5,729	4,700	(1,029)
DANCE					
	REVENUES				
	RECEIPTS	(21,531)	118,650	120,000	1,349
	EXPENSES				
	SALARIES / WAGES	2,734	30,525	31,700	1,174
	CONTRACTUAL SERVICES	524	11,012	5,200	(5,812)
	COMMODITIES	688	26,500	22,900	(3,600)
	TOTAL EXPENSES: DANCE	3,947	68,038	59,800	(8,238)
	NET SURPLUS (DEFICIT)	(25,479)	50,612	60,200	9,587
CAMPS					
	REVENUES				
	RECEIPTS	0	391,498	345,000	(46,498)
	EXPENSES				

FUND: CORPORATE
FOR 12 PERIODS ENDING 30, 2020

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
CAMPUS					
	SALARIES / WAGES	521	209,649	197,000	(12,649)
	CONTRACTUAL SERVICES	0	43,612	53,900	10,287
	COMMODITIES	0	11,529	12,350	820
	TOTAL EXPENSES: CAMPS	521	264,791	263,250	(1,541)
	NET SURPLUS (DEFICIT)	(521)	126,706	81,750	(44,956)
CONTRACTED					
	REVENUES				
	RECEIPTS	(807)	8,328	13,200	4,872
	EXPENSES				
	CONTRACTUAL SERVICES	470	5,901	9,200	3,298
	NET SURPLUS (DEFICIT)	(1,277)	2,426	4,000	1,573
CO-OPS					
	REVENUES				
	RECEIPTS	(35)	1,158	5,000	3,842
	RECEIPTS	(35)	1,158	5,000	3,842
	EXPENSES				
	CONTRACTUAL SERVICES	415	2,200	4,400	2,199
	TOTAL EXPENSES: CO-OPS	415	2,200	4,400	2,199
	NET SURPLUS (DEFICIT)	(450)	(1,042)	600	1,642
SPECIAL EVENTS					
	REVENUES				
	RECEIPTS	(1,796)	82,135	74,150	(7,985)
	RECEIPTS	(1,796)	82,135	74,150	(7,985)
	SALARIES / WAGES	81	1,250	1,950	699
	CONTRACTUAL SERVICES	216	19,539	17,850	(1,689)
	COMMODITIES	0	32,758	31,250	(1,508)
	--- UNDEFINED CODE ---	3,799	3,799	1,200	(2,599)
	NET SURPLUS (DEFICIT)	(5,894)	24,787	21,900	(2,887)
TENNIS					
	REVENUES				
	RECEIPTS	0	19,063	16,000	(3,063)
	RECEIPTS	0	19,063	16,000	(3,063)
	EXPENSES				

FUND: CORPORATE
FOR 12 PERIODS ENDING

30, 2020

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

TENNIS					
	SALARIES / WAGES	0	0	0	0
	CONTRACTUAL SERVICES	0	12,220	11,000	(1,220)
	TOTAL EXPENSES: TENNIS	0	12,220	11,000	(1,220)

	NET SURPLUS (DEFICIT)	0	6,842	5,000	(1,842)
GYMNASTICS/TUMBLING					
REVENUES					
	RECEIPTS	(11,646)	139,518	160,900	21,381
	RECEIPTS	(11,646)	139,518	160,900	21,381
EXPENSES					
	SALARIES / WAGES	7,541	106,116	91,000	(15,116)
	CONTRACTUAL SERVICES	(4,036)	5,993	10,100	4,106
	COMMODITIES	0	4,680	5,200	519
	MAINTENANCE / CAPITAL INVEST.	0	0	500	0
	TOTAL EXPENSES: GYMNASTICS/TUMBLING	3,505	116,790	106,800	(9,990)

	NET SURPLUS (DEFICIT)	(15,152)	22,727	54,100	31,372
BASEBALL & SOFTBALL					
REVENUES					
	RECEIPTS	0	61,453	62,500	1,046
	RECEIPTS	0	61,453	62,500	1,046
EXPENSES					
	SALARIES / WAGES	0	5,958	3,500	(2,458)
	CONTRACTUAL SERVICES	103	8,713	10,100	1,386
	COMMODITIES	149	14,526	10,600	(3,926)
	EQUIPMENT REPAIR	0	0	0	0
	TOTAL EXPENSES: BASEBALL & SOFTBALL	252	29,198	24,200	(4,998)

	NET SURPLUS (DEFICIT)	(252)	32,255	38,300	6,044
GENERAL ATHLETICS					
REVENUES					
	RECEIPTS	(20,067)	336,245	374,000	37,754
	RECEIPTS	(20,067)	336,245	374,000	37,754
EXPENSES					
	SALARIES / WAGES	5,160	52,104	51,350	(754)
	CONTRACTUAL SERVICES	13,875	184,097	182,450	(1,647)

FUND: CORPORATE
FOR 12 PERIODS ENDING 30, 2020

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
GENERAL ATHLETICS					
COMMODITIES		23	8,843	6,475	(2,368)
TOTAL EXPENSES: GENERAL ATHLETICS		19,059	245,044	240,275	(4,769)
NET SURPLUS (DEFICIT)		(39,126)	91,200	133,725	42,524
ICE RINKS					
EXPENSES					
SALARIES / WAGES		0	0	0	0
COMMODITIES		0	0	0	0
TOTAL EXPENSES: ICE RINKS		0	0	0	0
NET SURPLUS (DEFICIT)		0	0	0	0
GYMNASIUMS					
EXPENSES					
SALARIES / WAGES		(12,554)	0	26,900	0
CONTRACTUAL SERVICES		0	0	21,500	0
TOTAL EXPENSES: GYMNASIUMS		(12,554)	0	48,400	0
NET SURPLUS (DEFICIT)		12,554	0	(48,400)	0
FITNESS CENTER					
REVENUES					
RECEIPTS		68	188,127	209,800	21,672
RECEIPTS		68	188,127	209,800	21,672
EXPENSES					
SALARIES / WAGES		4,745	87,724	74,000	(13,724)
CONTRACTUAL SERVICES		2,460	36,632	38,002	1,369
COMMODITIES		393	9,371	11,460	2,088
MAINTENANCE / CAPITAL INVEST.		1,999	5,964	10,000	4,035
TOTAL EXPENSES: FITNESS CENTER		9,599	139,693	133,462	(6,231)
NET SURPLUS (DEFICIT)		(9,531)	48,434	76,338	27,903
POOL					
REVENUES					
RECEIPTS		0	583,257	591,900	8,642
RECEIPTS		0	583,257	591,900	8,642
EXPENSES					
SALARIES / WAGES		78	403,906	368,100	(35,806)
CONTRACTUAL SERVICES		(4,415)	95,339	114,300	18,960

		FUND: CORPORATE		30, 2020			
		FOR 12 PERIODS ENDING					
ACCOUNT		APRIL	FISCAL	FISCAL			
NUMBER	DESCRIPTION	ACTUAL	YEAR-TO-DATE	YEAR		\$	
			ACUAL	BUDGET		REMAINING	
<hr/>							
POOL							
	COMMODITIES	0	70,340	69,550		(790)	
	MAINTENANCE / CAPITAL INVEST.	250	5,059	11,900		6,840	
	TOTAL EXPENSES: POOL	(4,086)	574,645	563,850		(10,795)	
NET SURPLUS (DEFICIT)		4,086	8,612	28,050		19,437	
<hr/>							
MINI GOLF							
REVENUES							
	RECEIPTS	0	96,526	97,200		673	
	RECEIPTS	0	96,526	97,200		673	
 EXPENSES							
	SALARIES / WAGES	185	25,212	25,350		137	
	CONTRACTUAL SERVICES	166	3,499	3,950		450	
	COMMODITIES	120	8,146	8,050		(96)	
	MAINTENANCE / CAPITAL INVEST.	70	188	350		161	
	TOTAL EXPENSES: MINI GOLF	542	37,046	37,700		653	
NET SURPLUS (DEFICIT)		(542)	59,479	59,500		20	
<hr/>							
AFTER SCHOOL PROGRAMS							
REVENUES							
	RECEIPTS	(40,848)	949,899	837,500		(112,399)	
	RECEIPTS	(40,848)	949,899	837,500		(112,399)	
 EXPENSES							
	SALARIES/WAGES	25,352	360,020	392,000		31,979	
	CONTRACTUAL SERVICES	193,902	295,061	336,000		40,938	
	COMMODITIES	318	30,245	46,200		15,954	
	MAINTENANCE/CAPITAL INVESTMTS	0	11,446	9,400		(2,046)	
	TOTAL EXPENSES: AFTER SCHOOL PROGRAMS	219,572	696,773	783,600		86,826	
NET SURPLUS (DEFICIT)		(260,421)	253,125	53,900		(199,225)	
<hr/>							
UNDEFINED GROUP							
REVENUES							
	RECEIPTS	(2,236)	616,384	669,500		53,115	
	RECEIPTS	(2,236)	616,384	669,500		53,115	
 EXPENSES							
	SALARIES/ WAGES	16,410	300,552	323,600		23,047	
	CONTRACTUAL SERVICES	14,126	152,322	164,300		11,977	

FUND: CORPORATE
FOR 12 PERIODS ENDING 30, 2020

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

UNDEFINED GROUP					
COMMODITIES		25	25,705	26,700	994
MAINTENANCE/ CAPITAL INVEST.		26	16,059	15,000	(1,059)
TOTAL EXPENSES: UNDEFINED GROUP		30,589	494,640	529,600	34,960

NET SURPLUS (DEFICIT)		(32,826)	121,744	139,900	18,155

TOTAL FUND REVENUES		(109,257)	5,869,217	5,883,850	14,632
TOTAL FUND EXPENSES		431,051	5,214,201	5,883,850	669,648
SURPLUS (DEFICIT)		(540,308)	655,015	0	(655,015)

FUND: CORPORATE

LIABILITY INSURANCE					
REVENUES					
RECEIPTS		1,407	181,202	182,000	797
RECEIPTS		1,407	181,202	182,000	797
EXPENSES					
SPECIAL FUND EXPENSE		40,062	148,248	182,000	33,751
TOTAL EXPENSES: LIABILITY INSURANCE		40,062	148,248	182,000	33,751

NET SURPLUS (DEFICIT)		(38,654)	32,954	0	(32,954)

TOTAL FUND REVENUES		1,407	181,202	182,000	797
TOTAL FUND EXPENSES		40,062	148,248	182,000	33,751
SURPLUS (DEFICIT)		(38,654)	32,954	0	(32,954)

FUND: CORPORATE

IMRF					
REVENUES					
RECEIPTS		25,978	286,529	305,000	18,470
RECEIPTS		25,978	286,529	305,000	18,470
EXPENSES					
SPECIAL FUND EXPENSE		21,500	234,500	305,000	70,499
TOTAL EXPENSES: IMRF		21,500	234,500	305,000	70,499

NET SURPLUS (DEFICIT)		4,478	52,028	0	(52,028)

TOTAL FUND REVENUES		25,978	286,529	305,000	18,470

FUND: CORPORATE
FOR 12 PERIODS ENDING

30, 2020

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
<hr/>					
TOTAL FUND EXPENSES		21,500	234,500	305,000	70,499
SURPLUS (DEFICIT)		4,478	52,028	0	(52,028)

FUND: CORPORATE

AUDIT

REVENUES					
RECEIPTS		1,040	16,118	13,100	(3,018)
RECEIPTS		1,040	16,118	13,100	(3,018)
EXPENSES					
SPECIAL FUND EXPENSE		0	13,000	13,100	100
TOTAL EXPENSES: AUDIT		0	13,000	13,100	100
NET SURPLUS (DEFICIT)		1,040	3,118	0	(3,118)
<hr/>					
TOTAL FUND REVENUES		1,040	16,118	13,100	(3,018)
TOTAL FUND EXPENSES		0	13,000	13,100	100
SURPLUS (DEFICIT)		1,040	3,118	0	(3,118)

FUND: CORPORATE

SOCIAL SECURITY

REVENUES					
RECEIPTS		29,715	347,051	335,000	(12,051)
RECEIPTS		29,715	347,051	335,000	(12,051)
EXPENSES					
SPECIAL FUND EXPENSE		19,489	329,075	335,000	5,924
TOTAL EXPENSES: SOCIAL SECURITY		19,489	329,075	335,000	5,924
NET SURPLUS (DEFICIT)		10,226	17,976	0	(17,976)
<hr/>					
TOTAL FUND REVENUES		29,715	347,051	335,000	(12,051)
TOTAL FUND EXPENSES		19,489	329,075	335,000	5,924
SURPLUS (DEFICIT)		10,226	17,976	0	(17,976)

FUND: CORPORATE

SPECIAL RECREATION
REVENUES

FUND: CORPORATE
FOR 12 PERIODS ENDING

30, 2020

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

SPECIAL RECREATION					
RECEIPTS		0	567,250	560,000	(7,250)
RECEIPTS		0	567,250	560,000	(7,250)
EXPENSES					
CONTRACTUAL SERVICES		0	30,502	55,000	24,497
CAPITAL IMPROVEMENTS		0	0	253,162	0
SPECIAL FUND EXPENSE		0	251,838	251,838	0
TOTAL EXPENSES: SPECIAL RECREATION		0	282,340	560,000	277,659
NET SURPLUS (DEFICIT)		0	284,910	0	(284,910)

TOTAL FUND REVENUES		0	567,250	560,000	(7,250)
TOTAL FUND EXPENSES		0	282,340	560,000	277,659
SURPLUS (DEFICIT)		0	284,910	0	(284,910)

FUND: CORPORATE

BOND AND INTEREST					
REVENUES					
RECEIPTS		0	825,507	821,319	(4,188)
RECEIPTS		0	825,507	821,319	(4,188)
EXPENSES					
CONTRACTUAL SERVICES		0	821,318	821,319	0
TOTAL EXPENSES: BOND AND INTEREST		0	821,318	821,319	0
NET SURPLUS (DEFICIT)		0	4,189	0	(4,189)

TOTAL FUND REVENUES		0	825,507	821,319	(4,188)
TOTAL FUND EXPENSES		0	821,318	821,319	0
SURPLUS (DEFICIT)		0	4,189	0	(4,189)

FUND: CORPORATE

PROJECT REVENUE					
REVENUES					
PROJECT REVENUE		53,032	427,995	2,046,760	1,618,764
PROJECT REVENUE		53,032	427,995	2,046,760	1,618,764
NET SURPLUS (DEFICIT)		53,032	427,995	2,046,760	1,618,764

FUND: CONSTRUCTION / CAPITAL IMPROV.
FOR 12 PERIODS ENDING 30, 2020

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING

PLANNING/CONSTRUCTION/GRANTS					
EXPENSES					
	CONTRACTUAL SERVICES	3,051	110,263	202,000	91,736
TOTAL EXPENSES: PLANNING/CONSTRUCTION/GRANTS		3,051	110,263	202,000	91,736
NET SURPLUS (DEFICIT)		(3,051)	(110,263)	(202,000)	(91,736)

BUILDINGS & IMPROVEMENTS					
EXPENSES					
	CONTRACTUAL SERVICES	763	1,168,375	1,135,997	(32,378)
TOTAL EXPENSES: BUILDINGS & IMPROVEMENTS		763	1,168,375	1,135,997	(32,378)
NET SURPLUS (DEFICIT)		(763)	(1,168,375)	(1,135,997)	32,378

PARKS/PLAYGROUNDS IMPRV/ACQ					
EXPENSES					
	CONTRACTUAL SERVICES	165,449	571,509	2,044,977	1,473,467
TOTAL EXPENSES: PARKS/PLAYGROUNDS IMPRV/ACQ		165,449	571,509	2,044,977	1,473,467
NET SURPLUS (DEFICIT)		(165,449)	(571,509)	(2,044,977)	(1,473,467)

LANDSCAPING & GROUNDSKEEPING					
EXPENSES					
	CONTRACTUAL SERVICES	793	37,528	50,000	12,471
TOTAL EXPENSES: LANDSCAPING & GROUNDSKEEPING		793	37,528	50,000	12,471
NET SURPLUS (DEFICIT)		(793)	(37,528)	(50,000)	(12,471)

OPERATING EQUIP. & VEHICLES					
EXPENSES					
	CONTRACTUAL SERVICES	1,783	147,388	225,407	78,018
TOTAL EXPENSES: OPERATING EQUIP. & VEHICLES		1,783	147,388	225,407	78,018
NET SURPLUS (DEFICIT)		(1,783)	(147,388)	(225,407)	(78,018)

RECREATION EQUIP. REPAIRS					
EXPENSES					
	CONTRACTUAL SERVICES	0	0	3,000	0
TOTAL EXPENSES: RECREATION EQUIP. REPAIRS		0	0	3,000	0
NET SURPLUS (DEFICIT)		0	0	(3,000)	0

EMERGENCY REPAIRS/REIMB.					
EXPENSES					
	CONTRACTUAL SERVICES	0	49,168	70,774	21,605
TOTAL EXPENSES: EMERGENCY REPAIRS/REIMB.		0	49,168	70,774	21,605

FUND: CONSTRUCTION / CAPITAL IMPROV.
FOR 12 PERIODS ENDING 30, 2020

ACCOUNT NUMBER	DESCRIPTION	APRIL ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
NET SURPLUS (DEFICIT)		0	(49,168)	(70,774)	(21,605)
TOTAL FUND REVENUES		53,032	427,995	2,046,760	1,618,764
TOTAL FUND EXPENSES		171,841	2,084,233	3,732,155	1,647,921
SURPLUS (DEFICIT)		(118,808)	(1,656,238)	(1,685,395)	(29,156)

Fitness Facilities

The information below is based off of current numbers.

Although paid-in-full memberships have been extended, there is still a value associated to them.

Value of Paid-In-Full Memberships (estimated)

Sunset:

Average membership = \$288

Equates to average monthly value = \$24

567 memberships x \$24 = \$13,608 per month

3 months x \$13,608 = \$40,824 (value for 3 month period)

SPRC/Gold:

Average membership = \$374

Equates to average monthly value = \$31

992 memberships x \$31 = \$30,752 per month

3 months x \$30,752 = \$92,256 (value for 3 month period)

Cumulative Total Paid In Full Value= \$133,080 (value for 3 month period)

Ongoing memberships have been frozen, however, there is still value associated to them. You could view this as missed revenue.

Value of Ongoing Memberships (estimated)

Sunset:

122 memberships = \$5,628.74 (month)

3 months x \$5,628.74 = \$16,886.22 (value for 3 month period)

SPRC/Gold:

480 memberships = \$19,700.59

3 months x \$19,700.59 = \$59,101.77 (value for 3 month period)

Cumulative Total Ongoing Paid In Full Value= \$75,987.99 (value for 3 month period)

Overall Value = \$209,067.99

Notes:

We will have now closed out the FY, so any deferred revenue will be next year

Extensions will interrupt annual cycles, shifting revenues into different months

Current Budget:

With no more revenues coming in this FY, I have estimated additional expenditures to forecast the close of the year.

Sunset:	2020	2019
Revenues	\$169,164.84	\$187,571.41
Expenses	\$129,952.13	\$126,845.73
Net	\$39,212.71	\$60,725.68

(side note: based off of 2019 numbers, if we had the last two weeks of March and all of April we would have been on track for a revenue of \$191,683.84)

SPRC:		
Revenues	\$449,637.67	\$494,894.66
Expenses	\$392,710.84	\$388,568.47
Net	\$56,926.83	\$106,326.19

this presumes no more refunds (most likely will see some next FY)

(side note: based off of 2019 numbers, if we had the last two weeks of March and all of April we would have been on track for a revenue of \$505,641.67)

Sunset Pool	FY20-21 BUDGET	FY20-21 ESTIMATE Open All Season			FY20-21 ESTIMATE Open Two Months			FY20-21 ESTIMATE Open One Month		
		75% daily Fees	50% daily fees	25% daily fees	75% daily fees	50% daily fees	25% daily fees	75% daily fees	50% daily fees	25% daily fees
Revenues										
Daily Fees	104,000	79,253	52,835	26,418	60,738	40,492	20,246	25,739	17,159	8,580
Resident Ind Pass	14,000	2,093	2,093	2,093	1,395	1,395	1,395	697	697	697
Resident Fam Pass	160,000	44,179	44,179	44,179	29,454	29,454	29,454	14,725	14,725	14,725
Non Res Ind Pass	7,500	1,836	1,836	1,836	1,224	1,224	1,224	612	612	612
Non Res Fam Pass	46,000	16,151	16,151	16,151	10,768	10,768	10,768	5,383	5,383	5,383
Swim Team Rental	11,500	4,410	2,940	1,470	2,940	1,960	980	1,469	979	490
Lap Swim Fees	1,100	832	555	277	515	343	172	208	139	69
Pool Rental	6,500	5,212	3,475	1,737	1,500	1,000	500	491	328	164
Locker Rental/Vending	200	413	275	138	275	183	92	137	92	46
Birthday Party Rentals	5,200	3,900	2,600	1,300	1,376	918	459	428	285	143
Total Revenue	356,000	158,277	126,937	95,597	110,185	87,737	65,289	49,888	40,397	30,908
Expenditures										
Birthday Party Attendants	700	765	765	765	635	635	635	402	402	402
Maintenance Pool	23,000	25,893	25,893	25,893	18,152	18,152	18,152	11,138	11,138	11,138
Pool Managers	23,000	21,540	21,540	21,540	13,078	13,078	13,078	7,155	7,155	7,155
Guard Captains	20,000	25,724	25,724	25,724	15,693	15,693	15,693	7,861	7,861	7,861
Lifeguards	160,000	172,337	172,337	172,337	123,149	123,149	123,149	64,720	64,720	64,720
Front Desk Pool	21,000	22,268	22,268	22,268	16,570	16,570	16,570	9,137	9,137	9,137
Telephone	1,300	1,794	1,794	1,794	1,794	1,794	1,794	1,794	1,794	1,794
Alarm System	600	574	574	574	574	574	574	574	574	574
Water & Sewer	25,000	25,578	25,578	25,578	21,481	21,481	21,481	17,074	17,074	17,074
Natural Gas	12,000	13,513	13,513	13,513	9,388	9,388	9,388	6,763	6,763	6,763
Electricity	27,000	27,631	27,631	27,631	21,721	21,721	21,721	16,371	16,371	16,371
Advertising & Printing	500	350	350	350	350	350	350	350	350	350
Training & Conferences	2,500	440	440	440	440	440	440	440	440	440
Maintenance Agreements	7,000	8,878	8,878	8,878	8,878	8,878	8,878	8,878	8,878	8,878
Refuse Disposal	1,200	993	993	993	662	662	662	331	331	331
Office Supplies	300	342	342	342	342	342	342	342	342	342
Sanitation Supplies	2,500	2,428	2,428	2,428	2,428	2,428	2,428	2,428	2,428	2,428
Clothing	2,500	3,242	3,242	3,242	3,242	3,242	3,242	3,242	3,242	3,242
First Aid Supplies	400	374	374	374	374	374	374	374	374	374
Program Operation Supplies	2,200	2,874	2,874	2,874	1,916	1,916	1,916	958	958	958
Bday Party/Vending Supplies	700	703	703	703	469	469	469	234	234	234
Chemical Supplies	14,000	16,379	16,379	16,379	11,198	11,198	11,198	6,663	6,663	6,663
Guard Supplies	1,000	543	543	543	543	543	543	543	543	543
Build/Equip Contracted Repairs	1,500	765	765	765	765	765	765	765	765	765
Build/Equip Parts Repairs	2,000	948	948	948	948	948	948	948	948	948
Equipment	1,000	841	841	841	841	841	841	841	841	841
Tools	100	116	116	116	116	116	116	116	116	116
Total Expenditures	353,000	377,829	377,829	377,829	275,746	275,746	275,747	170,441	170,441	170,441
Total Sunset Pool Net	3,000	(219,552)	(250,892)	(282,232)	(165,561)	(188,010)	(210,458)	(120,553)	(130,044)	(139,533)

Notes:

Daily fees and misc revenue are based on prior year actual at 75%, 50% and 25% level

Pass Sales based on actual sales thru 3/31/20 assumes no more sales after that date. Assumes pass sales prorated if open partial months

Payroll expenditures based on PY Actual with minimum wage increase

Other expenditures based on PY Actual includes inflation index of 2%

Sunset Pool Concessions	FY20-21 BUDGET	FY20-21 ESTIMATE Open All Season			FY20-21 ESTIMATE Open Two Months			FY20-21 ESTIMATE Open One Month		
		75% sales	50% sales	25% sales	75% sales	50% sales	25% sales	75% sales	50% sales	25% sales
<i>Revenues</i>										
Food Sales	55,000	38,452	25,635	12,817	29,281	19,521	9,760	9,171	6,114	3,057
Beverage Sales	8,500	6,164	4,110	2,055	4,407	2,938	1,469	1,703	1,135	568
Total Revenue	63,500	44,616	29,744	14,872	33,688	22,459	11,229	10,874	7,249	3,625
<i>Expenditures</i>										
Concessions Manager	5,000	6,317	6,317	6,317	4,489	4,489	4,489	2,006	2,006	2,006
Concessions Attendant	16,000	17,715	17,715	17,715	13,083	13,083	13,083	5,976	5,976	5,976
Training & Conferences	250	259	259	259	259	259	259	259	259	259
Maintenance Agreements	50	-	-	-	-	-	-	-	-	-
License & Permit	400	420	420	420	420	420	420	420	420	420
Sanitation Supplies	100	33	33	33	33	33	33	33	33	33
Program Operation Supplies	50	39	39	39	39	39	39	39	39	39
Food Merchandise	25,000	24,440	24,440	24,440	19,427	19,427	19,427	11,530	11,530	11,530
Soft Drink Merchandise	4,500	5,671	5,671	5,671	4,451	4,451	4,451	2,488	2,488	2,488
Expendable Supplies	750	622	622	622	415	415	415	207	207	207
Contractual Repairs	250	-	-	-	-	-	-	-	-	-
Building Equipment Repairs	250	-	-	-	-	-	-	-	-	-
Equipment	250	-	-	-	-	-	-	-	-	-
Total Expenditures	52,850	55,515	55,515	55,516	42,616	42,616	42,616	22,957	22,957	22,958
Total Sunset Pool Net	10,650	(10,899)	(25,771)	(40,644)	(8,928)	(20,158)	(31,387)	(12,083)	(15,708)	(19,333)

Notes:

Food Sales and Beverage Sales are based on prior year actual at 75%, 50% and 25% level

Payroll expenditures based on PY Actual with minimum wage increase

Other expenditures based on PY Actual includes inflation index of 2%

Mill Creek Pool	FY20-21 BUDGET	FY20-21 ESTIMATE Open All Season			FY20-21 ESTIMATE Open Two Months			FY20-21 ESTIMATE Open One Month		
		75% daily fees	50% daily fees	25% daily fees	75% daily fees	50% daily fees	25% daily fees	75% daily fees	50% daily fees	25% daily fees
Revenues										
Daily Fees	18,500	14,543	9,695	4,848	9,986	6,657	3,329	2,793	1,862	931
Resident Ind Pass	4,800	2,230	2,230	2,230	1,487	1,487	1,487	743	743	743
Resident Fam Pass	53,000	29,587	29,587	29,587	19,725	19,725	19,725	9,861	9,861	9,861
Non Res Ind Pass	1,500	686	686	686	457	457	457	228	228	228
Non Res Fam Pass	6,500	5,880	5,880	5,880	3,920	3,920	3,920	1,960	1,960	1,960
Lap Swim Fees	400	197	131	66	77	52	26	31	21	10
Pool Rental	1,800	764	510	255	472	315	157	120	80	40
Birthday Party Rentals	1,800	1,416	944	472	902	601	301	574	383	191
Concessions	8,500	6,765	4,510	2,255	4,415	2,943	1,472	1,275	850	425
Total Revenue	96,800	62,067	54,172	46,277	41,440	36,156	30,872	17,586	15,988	14,390
Expenditures										
Birthday Party Attendants	200	129	129	129	86	86	86	43	43	43
Maintenance Pool	4,000	4,214	4,214	4,214	3,055	3,055	3,055	1,334	1,334	1,334
Pool Managers	13,000	13,308	13,308	13,308	9,406	9,406	9,406	4,734	4,734	4,734
Guard Captains	8,000	8,941	8,941	8,941	6,331	6,331	6,331	3,209	3,209	3,209
Lifeguards	26,000	26,644	26,644	26,644	18,887	18,887	18,887	8,192	8,192	8,192
Front Desk Pool	7,000	11,096	11,096	11,096	8,237	8,237	8,237	4,345	4,345	4,345
Telephone	800	942	942	942	942	942	942	942	942	942
Alarm System	600	551	551	551	551	551	551	551	551	551
Water & Sewer	5,500	5,027	5,027	5,027	3,720	3,720	3,720	3,330	3,330	3,330
Natural Gas	2,500	2,268	2,268	2,268	2,213	2,213	2,213	1,691	1,691	1,691
Electricity	8,500	8,264	8,264	8,264	7,063	7,063	7,063	5,199	5,199	5,199
Advertising & Printing	150	-	-	-	-	-	-	-	-	-
Training & Conferences	750	153	153	153	153	153	153	153	153	153
Maintenance Agreements	4,500	3,925	3,925	3,925	3,925	3,925	3,925	3,925	3,925	3,925
Refuse Disposal	350	189	189	189	157	157	157	102	102	102
Office Supplies	-	-	-	-	-	-	-	-	-	-
Sanitation Supplies	500	89	89	89	89	89	89	89	89	89
Clothing	200	189	189	189	189	189	189	189	189	189
First Aid Supplies	250	153	153	153	153	153	153	153	153	153
Program Operation Supplies	900	919	919	919	613	613	613	306	306	306
Bday Party/Vending Supplies	5,000	8,218	8,218	8,218	6,154	6,154	6,154	4,287	4,287	4,287
Chemical Supplies	3,000	2,527	2,527	2,527	1,899	1,899	1,899	1,089	1,089	1,089
Guard Supplies	500	219	219	219	219	219	219	219	219	219
Paint Supplies	-	-	-	-	-	-	-	-	-	-
Build/Equip Contracted Repairs	1,000	657	657	657	657	657	657	657	657	657
Build/Equip Parts Repairs	800	767	767	767	767	767	767	767	767	767
Equipment	750	860	860	860	860	860	860	860	860	860
Tools	-	-	-	-	-	-	-	-	-	-
Total Expenditures	94,750	100,249	100,249	100,249	76,325	76,325	76,326	46,366	46,366	46,366
Total Mill Creek Pool Net	2,050	(38,182)	(46,077)	(53,972)	(34,885)	(40,169)	(45,454)	(28,781)	(30,378)	(31,976)

Notes:

Daily fees and misc revenue are based on prior year actual at 75%, 50% and 25% level

Pass Sales based on actual sales thru 3/31/20 assumes no more sales after that date. Assumes pass sales prorated if open partial months

Payroll expenditures based on PY Actual with minimum wage increase

Other expenditures based on PY Actual includes inflation index of 2%



ANNUAL MEETING

May 18, 2020

The Geneva Park District Board of Commissioners of Kane County Illinois will hold an Annual Meeting on May 18, 2020 at 7:05 PM via phone conference. Conference call # (571) 317-3112, Access Code: 578-509-821. Public comments are welcome via email bpattermann@genevaparks.com or voicemail 630-262-2202 until 6:45 PM on May 18, 2020 and will be shared at the meeting. Submitted by Sheavoun Lambillotte, Geneva Park District Board Secretary.

Agenda

Call to Order

Roll Call

Adopt Temporary Public Comment Rule

Hearing of Guests

President's Annual Report

Election of President Pro-Tem

Election of Officers - President and Vice-President

Appointment of Treasurer and Secretary

Appointment of FOIA Officers, OMA Officers, ADA Coordinator & CAC Representative

Committee Appointments – See Recommendations per Attachment

Adjourn to Regular Meeting

PROPOSED COMMITTEE APPOINTMENTS 2020-2021

Finance

Jay Moffat
Susan VanderVeen
Sheavoun Lambillotte

Land Acquisition, Building & Grounds, Facilities

Pat Lenski
John Frankenthal
Sheavoun Lambillotte

Long Range Planning

Bre Cullen
John Frankenthal
Sheavoun Lambillotte

Personnel and Policies

Susan VanderVeen
Bre Cullen
Sheavoun Lambillotte

Recreation

Pat Lenski
Jay Moffat
Nicole Vickers

Special Recreation Board

Sheavoun Lambillotte
Alternates: Nicole Vickers, Christy Powell

School / Park

Susan VanderVeen
Jay Moffat
Sheavoun Lambillotte

President	?
Vice President	?
Treasurer	?
Secretary	?

Open Meetings Act & FOIA Officers: Executive Director, Supt. of Finance & Personnel & Administrative Assistant

Safety Coordinators: Supt. of Recreation & Supt. of Finance

ADA Coordinator: Supt. of Parks & Properties

ORDINANCE NO. 2020-04

**GENEVA PARK DISTRICT
BUDGET AND APPROPRIATION ORDINANCE**

**AN ORDINANCE ADOPTING THE COMBINED ANNUAL BUDGET AND APPROPRIATION OF FUNDS FOR THE
GENEVA PARK DISTRICT FOR THE FISCAL YEAR BEGINNING MAY 1, 2020 AND ENDING APRIL 30, 2021**

WHEREAS, the Board of Commissioners desires to adopt the combined Annual Budget and Appropriation Ordinance to appropriate such sums of money as may be deemed necessary to defray all necessary expenses and liabilities for the operation of the Geneva Park District, Geneva, Illinois for the fiscal year beginning May 1, 2020 and ending April 30, 2021, and specifying the object and purpose for which appropriations are made, and the amount appropriated for each object or purpose, pursuant to Illinois Compiled Statutes, 70ILCS 1205/4-4.

NOW THEREFORE, BE IT ORDAINED by the Board of Commissioners of the Geneva Park District as follows:

SECTION 1: The Annual Budget and Appropriation Proposal for Fiscal Year May 1, 2020 thru April 30, 2021 as follows:

<u>GENERAL CORPORATE FUND</u>		
	<u>BUDGET</u>	<u>APPROPRIATION</u>
ADMINISTRATION & EMPLOYEES SALARIES	\$1,524,500	\$1,829,400
CONTRACTUAL SERVICES		
Health Insurance Benefits	\$311,000	\$373,200
Telephone	\$6,700	\$8,040
Alarms	\$600	\$720
Water & Sewer	\$7,700	\$9,240
Natural Gas	\$10,500	\$12,600
Electricity	\$17,000	\$20,400
Postage	\$1,000	\$1,200
Advertising/Printing	\$2,000	\$2,400
Administrative Expense	\$3,000	\$3,600
Professional Services	\$6,900	\$8,280
Rental & Leases	\$2,200	\$2,640
Subscriptions/Books	\$300	\$360
Travel Expense	\$14,000	\$16,800
Professional Training/Conferences	\$15,300	\$18,360

Professional Membership Dues	\$8,600	\$10,320
Maintenance Agreements	\$31,000	\$37,200
Refuse Disposal	\$7,500	\$9,000
License/Background Checks	\$2,500	\$3,000
Pest Control	\$5,000	\$6,000
TOTAL CONTRACTUAL SERVICES	\$452,800	\$543,360

COMMODITIES

Office Supplies	\$3,000	\$3,600
Gas & Diesel Fuel For Vehicles	\$40,000	\$48,000
Oil, Grease, Antifreeze	\$2,000	\$2,400
Maintenance, Parts & Supplies	\$2,400	\$2,880
Mechanical Tools	\$700	\$840
Horticultural Tools & Supplies	\$400	\$480
Grounds Maintenance Tools	\$750	\$900
Plants & Seeds	\$3,750	\$4,500
Greenhouse Supplies	\$4,000	\$4,800
Grass Seed & Fertilizer	\$2,400	\$2,880
Chemical Supplies	\$1,400	\$1,680
Sanitation Supplies	\$4,500	\$5,400
Fire Extinguishers	\$1,350	\$1,620
Flags & Decals	\$1,150	\$1,380
Photography Equipment & Development	\$0	\$0
Clothing & Safety Equipment For Employees	\$4,000	\$4,800
First Aid Supplies	\$500	\$600
Trophies & Awards	\$700	\$840
TOTAL COMMODITIES	\$73,000	\$87,600

REPAIRS & MAINTENANCE -BUILDINGS/EQUIP & VEHICLES	\$114,600	\$137,520
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CAPITAL INVESTMENTS

Capital Purchases	\$12,000	\$14,400
Furnishings & Fixtures Purchase	\$1,300	\$1,560
Bond Retirement Payments	\$617,570	\$741,084
Capital Fund Projects	\$200,000	\$240,000
Transfer to Capital Fund for Capital Projects	\$889,280	\$1,067,136
TOTAL CAPITAL INVESTMENTS	\$1,720,150	\$2,064,180

PECK FARM PARK

INSTRUCTOR & ATTENDANTS SALARIES	\$64,500	\$77,400
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CONTRACTUAL SERVICES

Telephone	\$4,000	\$4,800
Alarm Service	\$5,000	\$6,000
Water & Sewer	\$1,900	\$2,280
Natural Gas	\$5,000	\$6,000
Electricity	\$14,500	\$17,400
Postage	\$100	\$120
Advertising/Printing Materials	\$1,500	\$1,800
Professional Services	\$4,000	\$4,800
Rental & Leases	\$400	\$480
Subscriptions/Books	\$250	\$300
Refuse Disposal	\$6,100	\$7,320
Cleaning Service	\$8,400	\$10,080
Pest Control	\$1,500	\$1,800
PDRMA Rental Insurance	\$0	\$0
TOTAL CONTRACTUAL SERVICES	\$52,650	\$63,180

COMMODITIES

Office Supplies	\$2,000	\$2,400
Maintenance Parts and Tools	\$1,800	\$2,160
Mechanical Tools	\$250	\$300
Horticultural Tools & Supplies	\$300	\$360
Grounds Maintenance Tools	\$300	\$360
Plants & Seeds	\$3,000	\$3,600
Grass Seed & Fertilizer	\$300	\$360
Chemical Supplies	\$1,000	\$1,200
Sanitation Supplies	\$3,000	\$3,600
Fire Extinguishers	\$300	\$360
Photography Supplies & Development	\$0	\$0
Clothing & Safety Equipment	\$3,050	\$3,660
First Aid Supplies	\$250	\$300
Program Operation Supplies	\$4,000	\$4,800
Gift Shop Supplies	\$2,000	\$2,400

Discovery/History Room Supplies	\$1,000	\$1,200
Holiday Decorations	\$300	\$360
Butterfly Operational Supplies	\$10,000	\$12,000
Butterfly Volunteer Supplies	\$1,500	\$1,800
TOTAL COMMODITIES	\$34,350	\$41,220
REPAIRS & MAINT TO BLDGS & EQUIP	\$8,200	\$9,840
CAPITAL INVESTMENTS		
Capital Equipment Purchase	\$1,500	\$1,800
Furnishings & Fixtures Purchased	\$200	\$240
TOTAL CAPITAL INVESTMENTS	\$1,700	\$2,040
NATURE PROGRAM SUPPLIES	\$7,000	\$8,400
BIRTHDAY PARTY SUPPLIES	\$2,000	\$2,400
<u>Moore Spray Park</u>		
CONTRACTUAL SERVICES		
Water and Sewer	\$3,600	\$4,320
Electric	\$2,000	\$2,400
Maintenance Agreements	\$2,200	\$2,640
TOTAL CONTRACTUAL SERVICES	\$7,800	\$9,360
COMMODITIES		
First Aid Supplies	\$50	\$60
Chemical and Supplies	\$1,200	\$1,440
TOTAL COMMODITIES	\$1,250	\$1,500
MAINTENANCE AND CAPITAL REPAIRS		
Building/ Equipment Contracted Repairs	\$500	\$600
Building/ Equipment Repair Parts	\$500	\$600
TOTAL MAINTENANCE AND CAPITAL REPAIRS	\$1,000	\$1,200
TOTAL GENERAL CORPORATE FUND	\$4,065,500	\$4,878,600

RECREATION PROGRAM FUND

	<u>BUDGET</u>	<u>APPROPRIATION</u>
ADMINISTRATION & EMPLOYEES SALARIES	\$851,500	\$1,021,800
CONTRACTUAL SERVICES		
Health Insurance Benefits	\$315,000	\$378,000
Telephone	\$12,000	\$14,400
Alarm System	\$2,200	\$2,640
Water & Sewer	\$3,000	\$3,600
Natural Gas	\$8,000	\$9,600
Electricity	\$38,000	\$45,600
Postage	\$2,400	\$2,880
Advertising and Printing	\$14,500	\$17,400
Administrative Expense	\$4,200	\$5,040
Professional Services	\$5,500	\$6,600
Equipment Rental	\$5,800	\$6,960
Subscriptions/Books	\$1,000	\$1,200
Travel Expense	\$15,000	\$18,000
Professional Training/Conferences	\$13,000	\$15,600
Professional Membership Dues	\$9,100	\$10,920
Maintenance Agreements	\$30,000	\$36,000
Refuse Disposal	\$2,000	\$2,400
License/Background Checks	\$2,500	\$3,000
Credit Card Processing Costs	\$75,000	\$90,000
Internet Access	\$3,500	\$4,200
Web Page	\$0	\$0
TOTAL CONTRACTUAL SERVICES	<hr/> \$561,700	<hr/> \$674,040
COMMODITIES		
Office Supplies	\$7,200	\$8,640
Gasoline For Vehicles	\$3,800	\$4,560
Sanitation Supplies	\$4,500	\$5,400
Clothing & Safety Equipment	\$1,000	\$1,200
First Aid Supplies	\$6,000	\$7,200
Trophies & Awards	\$800	\$960
TOTAL COMMODITIES	<hr/> \$23,300	<hr/> \$27,960
REPAIRS & MAINT TO BLDGS & EQUIPMENT	\$47,500	\$57,000
CAPITAL INVESTMENTS		
Capital Purchases	\$100,000	\$120,000
Transfer to Capital Fund for Capital Projects	\$183,120	\$219,744
Technology Upgrades	\$1,500	\$1,800
Bond Retirement Payments	\$617,570	\$741,084
TOTAL CAPITAL INVESTMENTS	<hr/> \$902,190	<hr/> \$1,082,628
PUBLIC INFORMATION		

SALARIES & WAGES	\$28,000	\$33,600
CONTRACTUAL SERVICES		
Postage	\$24,000	\$28,800
Advertising & Printing of Brochures	\$85,000	\$102,000
Professional Services	\$7,000	\$8,400
TOTAL CONTRACTUAL SERVICES	\$116,000	\$139,200
COMMODITIES		
Graphic Art	\$500	\$600
COMMUNITY CENTER RENTALS		
Custodian Salaries	\$1,500	\$1,800
Contractual Services	\$0	\$0
TOTAL COMMUNITY CENTER RENTALS	\$1,500	\$1,800
RECREATION PROGRAMS		
Youth Program Instructors	\$5,200	\$6,240
Youth Program Supplies	\$22,200	\$26,640
Teen Program Instructors	\$1,000	\$1,200
Teen Program Supplies	\$2,300	\$2,760
Adult Program Instructors	\$1,100	\$1,320
Adult Program Supplies	\$1,925	\$2,310
Exercise and Aerobics Programs Instructors	\$76,600	\$91,920
Exercise and Aerobics- Supplies and Maint	\$2,000	\$2,400
New General Recreations Programs Instructors	\$2,000	\$2,400
New General Recreations Programs Supplies	\$1,000	\$1,200
Family Program/ Trip Instructors	\$300	\$360
Family Program/ Trip Contractual Services & Supplies	\$875	\$1,050
Playhouse 38 Program Instructors	\$28,000	\$33,600
Playhouse 38 Program Supplies	\$47,050	\$56,460
Preschool Program Instructors	\$290,000	\$348,000
Preschool Contractual Service and Supplies	\$20,300	\$24,360
Toddlers Program Instructors	\$18,000	\$21,600
Toddlers -Contractual Services and Supplies	\$23,100	\$27,720
Active Older Adults-Trips Contract Serv & Supp	\$19,000	\$22,800
Active Older Adults Supplies	\$0	\$0
Ballet, Jazz, Tap Dance Programs Instructors	\$33,700	\$40,440
Ballet, Jazz, Tap Dance-Supplies & Contract Serv	\$33,750	\$40,500
Summer Camp Programs Instructors	\$210,000	\$252,000
Summer Camp- Supplies & Contractual Serv	\$63,600	\$76,320
Winter Activities Contractual Services & Supplies	\$0	\$0
Ice Skating Programs Contractual Services	\$8,000	\$9,600
New Contracted Programs Contractual Services	\$200	\$240
Batavia Park District Co-op -Contractual Serv	\$2,700	\$3,240
Library Seminars Contractl Services & Supplies	\$200	\$240
Special Summer Prog-Instruct, Supp & Cont Svcs	\$7,575	\$9,090
Halloween Event Instructors	\$450	\$540
Halloween Event Supplies and Contractl Services	\$2,900	\$3,480
Just Dad N Me Instructors	\$200	\$240
Just Dad N Me Contractual Services and Supp	\$5,900	\$7,080
Easter Programs Salaries	\$300	\$360
Easter Programs Contractual Services and Supp	\$2,150	\$2,580
New Special Events Instructors	\$0	\$0
New Special Events Contractual Serv and Supp	\$2,000	\$2,400

Mom N Son Event Instructors	\$100	\$120
Mom N Son Event Contractual Serv and Supp	\$3,200	\$3,840
North Pole Train Instructors	\$400	\$480
North Pole Train Contractual Services and Supplies	\$8,000	\$9,600
Movies in the Park Supplies	\$1,400	\$1,680
Harvest Hustle Contractual Services and Supplies	\$6,200	\$7,440
Super Bowl Shuffle Contractual Services & Supplies	\$12,100	\$14,520
Tennis Programs Instructors	\$0	\$0
Tennis Programs Supplies	\$11,000	\$13,200
Tumbling, Gymnastics & Cheerleading- Programs Instructors/Custodians	\$92,000	\$110,400
Tumbling, Gym & Cheer- Contract Serv & Supp	\$15,500	\$18,600
Softball and Baseball-Instructors/Coord/Crew	\$4,000	\$4,800
Softball and Baseball-Contract Serv and Supplies	\$22,450	\$26,940
Volleyball Programs Instructors	\$17,950	\$21,540
Volleyball Programs Contractual Serv and Supp	\$3,450	\$4,140
Tiny Sluggers Contractual Services	\$12,500	\$15,000
Youth Basketball Salaries	\$27,000	\$32,400
Youth Basketball Contractual Services and Supp	\$7,600	\$9,120
Youth Wrestling Salaries	\$275	\$330
Youth Wrestling- Contractual Services & Supp	\$175	\$210
Holiday Camps Instructors	\$7,000	\$8,400
Holiday Camps Contractual Services and Supplies	\$12,200	\$14,640
New General Athletic Programs Instructors	\$50	\$60
New General Athletic- Contractl Serv and Supp	\$5,700	\$6,840
Tiny Sports Contractual Services	\$94,000	\$112,800
Three on Three Tournament Instructors	\$1,025	\$1,230
Three on Three Tournament Supplies	\$250	\$300
Golf Programs Contractual Services	\$2,800	\$3,360
Martial Arts Instructors	\$0	\$0
Martial Arts Programs Contractual Services	\$43,000	\$51,600
Beach Volleyball Salaries	\$0	\$0
Beach Volleyball Contractual Services & Supplies	\$500	\$600
Youth Track and Field Instructors	\$0	\$0
Youth Track and Field Supplies	\$0	\$0
Chicago Bulls Camp Contractual Services	\$0	\$0
Chicago White Sox Contractual Services	\$950	\$1,140
Lacrosse Contractual Services & Supplies	\$0	\$0
Ice Rinks Salaries	\$0	\$0
Western Avenue Gym Custodians	\$20,000	\$24,000
Western Avenue Gym Contractual Services	\$10,000	\$12,000
Harrison Street Gym Custodians	\$9,000	\$10,800
Harrison Street Gym Contractual Services	\$13,500	\$16,200
TOTAL RECREATION PROGRAMS	\$1,400,850	\$1,681,020
SUNSET RACQUETBALL AND FITNESS CENTER		
Administration & Employee Salaries	\$84,500	\$101,400
Contractual Services	\$36,615	\$43,938
Commodities	\$10,945	\$13,134
Repairs and Maintenance	\$6,500	\$7,800
Capital Investments - Equipment	\$1,000	\$1,200
TOTAL SUNSET RACQ AND FITNESS CENTER	\$139,560	\$167,472

SWIMMING POOLS

Administration & Employee Salaries	\$400,200	\$480,240
Contractual Services	\$101,450	\$121,740
Commodities	\$66,350	\$79,620
Repairs and Maintenance	\$5,900	\$7,080
Capital Investments - Equipment	\$2,000	\$2,400
TOTAL SWIMMING POOLS	\$575,900	\$691,080

MINIATURE GOLF COURSE

Administration & Employee Salaries	\$26,350	\$31,620
Contractual Services	\$3,050	\$3,660
Commodities	\$7,850	\$9,420
Repairs and Maintenance	\$200	\$240
Capital Investments - Equipment	\$50	\$60
TOTAL MINIATURE GOLF COURSE	\$37,500	\$45,000

KINDERZONE/ BEFORE/ AFTER SCHOOL / IN SERVICE DAY PROGRAMS

Administration & Employee Salaries	\$411,500	\$493,800
Contractual Services	\$350,000	\$420,000
Commodities	\$46,750	\$56,100
Repairs and Maintenance	\$400	\$480
Capital Investments - Equipment	\$2,000	\$2,400
TOTAL KINDERZONE/ B/A SCHOOL/ IN SERVICE DAY	\$810,650	\$972,780

SCHOLARSHIPS

Maintenance Capital Investment	\$7,000	\$8,400
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STEPHEN PERSINGER RECREATION CENTER (SPRC)

Administration & Employee Salaries	\$329,300	\$395,160
Contractual Services	\$160,100	\$192,120
Commodities	\$28,700	\$34,440
Repairs and Maintenance	\$14,000	\$16,800
Capital Investments- Equipment	\$1,500	\$1,800
TOTAL SPRC	\$533,600	\$640,320

TOTAL RECREATION FUND

\$6,037,250	\$7,244,700
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CONSTRUCTION FUND

	<u>BUDGET</u>	<u>APPROPRIATION</u>
Professional Fees-Architect, Legal & Consultants	\$342,000	\$410,400
Buildings & Improvements-Community Center	\$795,000	\$954,000
Park Development & Acquisition	\$2,613,139	\$3,135,767
Facility Improvements-Landscaping	\$50,000	\$60,000
Equipment, Vehicles & Trucks-New Purchase	\$220,021	\$264,025
Recreation Equipment Repairs	\$3,000	\$3,600
School Building Repairs and Emergency Repairs to Facilities	\$81,090	\$97,308
TOTAL CONSTRUCTION FUND	\$4,104,250	\$4,925,100

SECTION 2: As part of the annual budget it is stated:

- (a) The estimated cash on hand at the beginning of the fiscal year is \$9,173,795
- (b) That the estimated cash expected to be received during the fiscal year from all sources is \$14,218,125.
- (c) That the estimated expenditures contemplated for the fiscal year are \$16,756,027.
- (d) That the estimated cash expected to be on hand at the end of the fiscal year is \$6,635,893.
- (e) That the estimated amount of taxes to be received by the Geneva Park District during the fiscal year is \$7,542,527

SECTION 3: Handicapped Recreation Fund

The sum of \$760,000 is hereby budgeted and the sum of \$912,000 is hereby appropriated to pay the contractual obligation of this Park District under agreement made pursuant to the Illinois Compiled Statutes 65 ILCS 5/11-95-14 "Joint Recreation Programs for Handicapped"; and 70 ILCS 1205/5-8 "Tax for Joint Recreational Programs for the Handicapped"; and 70 ILCS 1205/8-10b "Joint Recreational Programs for Handicapped" to provide for the establishment, maintenance and management of programs for the handicapped. Said tax shall also be in addition to the maximum of taxes authorized by Illinois Compiled Statutes 70 ILCS 1205/5-1 of the Park District Code.

SECTION 4: Illinois Municipal Retirement Fund

The sum of \$330,000 is hereby budgeted and the sum of \$396,000 is hereby appropriated to pay the obligation of this Park District pursuant to the Illinois Municipal Retirement Fund, Illinois Compiled Statutes 40 ILCS 5/7-101 et. Seq. Said tax shall also be in addition to the maximum of taxes authorized by the Illinois Compiled Statutes 70 ILCS 1205/5-1 of the Park District Code.

SECTION 5: Insurance Fund

That the sum of \$245,00 is hereby budgeted and the sum of \$294,000 is hereby appropriated to pay the obligation of the Park District pursuant to the Illinois Compiled Statutes 745 ILCS 10/9-103 "Insurance Contracts".

SECTION 6: Audit Fund

That the sum of \$13,100 is hereby budgeted and the sum of \$15,720 is hereby appropriated to pay the obligation of this Park District for an audit pursuant to Governmental Account Audit Act, Illinois Compiled Statutes 70 ILCS 1205/5-1 of the Park District Code.

SECTION 7: Social Security Fund

That the sum of \$364,000 is hereby budgeted and the sum of \$436,800 is hereby appropriated to pay the obligation of this Park District pursuant to the Social Security Enabling Act, Illinois Compiled Statutes 40 ILCS 5/21-110 "Tax Levy" in the amount necessary to meet the cost of participation in the Federal Social Security Insurance Program.

SECTION 8: Bond and Interest Fund

That the sum of \$836,927 is hereby budgeted and appropriated to pay the contractual obligation of the Park District for interest and principal under agreements for the purchase of real estate pursuant to the Illinois Compiled Statutes 70 ILCS 1205/8-15 "Purchase Contract or Refunding Loan Agreement".

SECTION 9: RECAPITULATION

	<u>BUDGET</u>	<u>APPROPRIATION</u>
General Corporate Fund	\$4,065,500	\$4,878,600
Recreation Program Fund	\$6,037,250	\$7,244,700
Special Recreation Fund	\$760,000	\$912,000
Illinois Municipal Retirement Fund	\$330,000	\$396,000
Insurance Fund	\$245,000	\$294,000
Audit Fund	\$13,100	\$15,720
Social Security Fund	\$364,000	\$436,800
Construction Fund	\$4,104,250	\$4,925,100
Bond and Interest Fund	\$836,927	\$836,927
Grand Total of All Funds	<u>\$16,756,027</u>	<u>\$19,939,847</u>

SECTION 10:

The receipts and revenues of the said Geneva Park District derived from sources other than taxation and not specifically appropriated and all unexpended balances from the preceding fiscal year not required for the purpose for which they were appropriated and levied shall be added to the General Fund and shall first be placed to the credit of such fund.

SECTION 11:

This ordinance shall be in full force and effect from and after its passage and approval as required by law.

Adopted this 18th day of May, 2020 pursuant to a roll call vote as follows:

ATTEST:

Signed _____
Sheavoun Lambillotte, Secretary

(SEAL)

CERTIFICATION OF ESTIMATED REVENUE

In Accordance with Public Act 83-881

Unit Name: Geneva Park District Fund: General Corporate Fund

Revenue estimate for fiscal year beginning May 1, 2020.

Source of Revenue	Amount
Funds available at beginning of the fiscal year.	\$1,251,090
Real Estate Taxes	3,890,000
Personal Property Replacement Taxes	30,000
Fees, Charges & Investments	145,500
Bond Issue	
TOTAL ESTIMATED REVENUES	\$5,316,590

CERTIFICATION

I, Pat Lenski, the chief fiscal officer of the Geneva Park District, do hereby certify that the above is a true and estimate of the revenues anticipated to be received by this governmental unit in the next fiscal year for the indicated fund.

Dated: _____
Treasurer

INSTRUCTIONS: Public Act 83-881 (HB 1883) provides that the financial officer of every taxing district must file with the County Clerk a certified estimate of the revenues by source for each fund that a real estate tax is levied. Complete this form, or a similar certification, for each fund in which a real estate tax is levied. File this certification together with a certified copy of the appropriation or budget ordinance with the County Clerk.

(SEAL)

CERTIFICATION OF ESTIMATED REVENUE

In Accordance with Public Act 83-881

Unit Name: Geneva Park District Fund: Recreation Fund

Revenue estimate for fiscal year beginning May 1, 2020.

Source of Revenue	Amount
Funds available at beginning of the fiscal year.	\$1,527,358
Real Estate Taxes	1,575,000
Personal Property Replacement Taxes	30,000
Fees, Charges & Investments	4,432,250
Bond Issue	
TOTAL ESTIMATED REVENUES	7,564,608

CERTIFICATION

I, Pat Lenski, the chief fiscal officer of the Geneva Park District, do hereby certify that the above is a true and estimate of the revenues anticipated to be received by this governmental unit in the next fiscal year for the indicated fund.

Dated: _____
Treasurer

INSTRUCTIONS: Public Act 83-881 (HB 1883) provides that the financial officer of every taxing district must file with the County Clerk a certified estimate of the revenues by source for each fund that a real estate tax is levied. Complete this form, or a similar certification, for each fund in which a real estate tax is levied. File this certification together with a certified copy of the appropriation or budget ordinance with the County Clerk.

(SEAL)

CERTIFICATION OF ESTIMATED REVENUE

In Accordance with Public Act 83-881

Unit Name: Geneva Park District Fund: Liability Fund

Revenue estimate for fiscal year beginning May 1, 2020.

Source of Revenue	Amount
Funds available at beginning of the fiscal year.	\$51,047
Real Estate Taxes	167,000
Personal Property Replacement Taxes	5,000
Fees, Charges & Investments	1,750
TOTAL ESTIMATED REVENUES	\$224,797

CERTIFICATION

I, Pat Lenski, the chief fiscal officer of the Geneva Park District, do hereby certify that the above is a true and estimate of the revenues anticipated to be received by this governmental unit in the next fiscal year for the indicated fund.

Dated: _____
Treasurer

INSTRUCTIONS: Public Act 83-881 (HB 1883) provides that the financial officer of every taxing district must file with the County Clerk a certified estimate of the revenues by source for each fund that a real estate tax is levied. Complete this form, or a similar certification, for each fund in which a real estate tax is levied. File this certification together with a certified copy of the appropriation or budget ordinance with the County Clerk.

(SEAL)

CERTIFICATION OF ESTIMATED REVENUE

In Accordance with Public Act 83-881

Unit Name: Geneva Park District Fund: IMRF Fund

Revenue estimate for fiscal year beginning May 1, 2020.

Source of Revenue	Amount
Funds available at beginning of the fiscal year.	\$201,432
Real Estate Taxes	180,000
Personal Property Replacement Taxes	18,000
Fees, Charges & Investments	1,500
TOTAL ESTIMATED REVENUES	\$400,932

CERTIFICATION

I, Pat Lenski, the chief fiscal officer of the Geneva Park District, do hereby certify that the above is a true and estimate of the revenues anticipated to be received by this governmental unit in the next fiscal year for the indicated fund.

Dated: _____
Treasurer

INSTRUCTIONS: Public Act 83-881 (HB 1883) provides that the financial officer of every taxing district must file with the County Clerk a certified estimate of the revenues by source for each fund that a real estate tax is levied. Complete this form, or a similar certification, for each fund in which a real estate tax is levied. File this certification together with a certified copy of the appropriation or budget ordinance with the County Clerk.

(SEAL)

CERTIFICATION OF ESTIMATED REVENUE

In Accordance with Public Act 83-881

Unit Name: Geneva Park District Fund: Audit Fund

Revenue estimate for fiscal year beginning May 1, 2020.

Source of Revenue	Amount
Funds available at beginning of the fiscal year.	\$6,557
Real Estate Taxes	10,100
Personal Property Replacement Taxes	3,000
Fees, Charges & Investments	
Bond Issue	
TOTAL ESTIMATED REVENUES	\$19,657

CERTIFICATION

I, Pat Lenski, the chief fiscal officer of the Geneva Park District, do hereby certify that the above is a true and estimate of the revenues anticipated to be received by this governmental unit in the next fiscal year for the indicated fund.

Dated: _____
Treasurer

INSTRUCTIONS: Public Act 83-881 (HB 1883) provides that the financial officer of every taxing district must file with the County Clerk a certified estimate of the revenues by source for each fund that a real estate tax is levied. Complete this form, or a similar certification, for each fund in which a real estate tax is levied. File this certification together with a certified copy of the appropriation or budget ordinance with the County Clerk.

(SEAL)

CERTIFICATION OF ESTIMATED REVENUE

In Accordance with Public Act 83-881

Unit Name: Geneva Park District Fund: Social Security Fund

Revenue estimate for fiscal year beginning May 1, 2020.

Source of Revenue	Amount
Funds available at beginning of the fiscal year.	\$66,581
Real Estate Taxes	323,500
Personal Property Replacement Taxes	13,000
Fees, Charges & Investments	2,500
TOTAL ESTIMATED REVENUES	\$405,581

CERTIFICATION

I, Pat Lenski, the chief fiscal officer of the Geneva Park District, do hereby certify that the above is a true and estimate of the revenues anticipated to be received by this governmental unit in the next fiscal year for the indicated fund.

Dated: _____
Treasurer

INSTRUCTIONS: Public Act 83-881 (HB 1883) provides that the financial officer of every taxing district must file with the County Clerk a certified estimate of the revenues by source for each fund that a real estate tax is levied. Complete this form, or a similar certification, for each fund in which a real estate tax is levied. File this certification together with a certified copy of the appropriation or budget ordinance with the County Clerk.

(SEAL)

CERTIFICATION OF ESTIMATED REVENUE

In Accordance with Public Act 83-881

Unit Name: Geneva Park District Fund: Special Recreation Fund

Revenue estimate for fiscal year beginning May 1, 2020

Source of Revenue	Amount
Funds available at beginning of the fiscal year.	\$529,329
Real Estate Taxes	560,000
Personal Property Replacement Taxes	
Fees, Charges & Investments	
Bond Issue	
TOTAL ESTIMATED REVENUES	\$1,089,329

CERTIFICATION

I, Pat Lenski, the chief fiscal officer of the Geneva Park District, do hereby certify that the above is a true and estimate of the revenues anticipated to be received by this governmental unit in the next fiscal year for the indicated fund.

Dated: _____
Treasurer

INSTRUCTIONS: Public Act 83-881 (HB 1883) provides that the financial officer of every taxing district must file with the County Clerk a certified estimate of the revenues by source for each fund that a real estate tax is levied. Complete this form, or a similar certification, for each fund in which a real estate tax is levied. File this certification together with a certified copy of the appropriation or budget ordinance with the County Clerk.

(SEAL)

CERTIFICATION OF ESTIMATED REVENUE

In Accordance with Public Act 83-881

Unit Name: Geneva Park District Fund: Bond & Interest Fund

Revenue estimate for fiscal year beginning May 1, 2020.

Source of Revenue	Amount
Funds available at beginning of the fiscal year.	\$176,635
Real Estate Taxes	836,927
Personal Property Replacement Taxes	
Fees, Charges & Investments	
Grants	
Bond Issue	
TOTAL ESTIMATED REVENUES	\$1,013,562

CERTIFICATION

I, Pat Lenski, the chief fiscal officer of the Geneva Park District, do hereby certify that the above is a true and estimate of the revenues anticipated to be received by this governmental unit in the next fiscal year for the indicated fund.

Dated: _____
Treasurer

INSTRUCTIONS: Public Act 83-881 (HB 1883) provides that the financial officer of every taxing district must file with the County Clerk a certified estimate of the revenues by source for each fund that a real estate tax is levied. Complete this form, or a similar certification, for each fund in which a real estate tax is levied. File this certification together with a certified copy of the appropriation or budget ordinance with the County Clerk.

(SEAL)

CERTIFICATION OF ESTIMATED REVENUE

In Accordance with Public Act 83-881

Unit Name: Geneva Park District Fund: Construction Fund

Revenue estimate for fiscal year beginning May 1, 2020.

Source of Revenue	Amount
Funds available at beginning of the fiscal year.	\$5,363,766
Bond Issue	1,647,098
Fees, Charges & Investments	146,000
Grants	200,000
TOTAL ESTIMATED REVENUES	\$7,356,864

CERTIFICATION

I, Pat Lenski, the chief fiscal officer of the Geneva Park District, do hereby certify that the above is a true and estimate of the revenues anticipated to be received by this governmental unit in the next fiscal year for the indicated fund.

Dated: _____
Treasurer

INSTRUCTIONS: Public Act 83-881 (HB 1883) provides that the financial officer of every taxing district must file with the County Clerk a certified estimate of the revenues by source for each fund that a real estate tax is levied. Complete this form, or a similar certification, for each fund in which a real estate tax is levied. File this certification together with a certified copy of the appropriation or budget ordinance with the County Clerk.

(SEAL)

STATE OF ILLINOIS)
) ss.
COUNTY OF KANE)

CERTIFICATION OF ORDINANCE

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Geneva Park District, Kane County, Illinois, and as such official I am the keeper of the records and files of the Geneva Park District.

I do further certify that the foregoing constitutes a full, true and complete copy of the Ordinance 2020-04 regarding the Annual Budget and Appropriation Ordinance as set forth in the minutes of the regular board meeting of the Geneva Park District held on the 18th day of May, 2020, insofar as same relates to the adoption of the Ordinance entitled:

Annual Budget and Appropriation Ordinance

a true, correct and complete copy of which said Ordinance as adopted at said meeting is attached hereto.

I do further certify that the deliberations of the Geneva Park District on the adoption of said Ordinance were conducted openly, that the vote on the adoption of said Ordinance was taken openly, that said meeting was called and held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and that the Geneva Park District has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Geneva Park District.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 18th day of May, 2020.

Board of Commissioners, Geneva Park District

(SEAL)

Sheavoun Lambillotte, Secretary

LEGAL NOTICE

The Geneva Park District will conduct a public hearing to review the Budget and Appropriation Ordinance for fiscal year 2020-21 on Monday May 18, 2020 at the Geneva Park District Community Center, 710 Western Avenue, Geneva, IL at 7:00 PM. The Budget and Appropriation Ordinance is available for public review at the Geneva Park District Community Center Office between the hours of 9:00 am and 5:00 pm Monday – Friday.

Publish in the Kane County Chronicle Newspaper Thursday April 30, 2020



TO: Geneva Park District Board of Commissioners

FROM: Sheavoun Lambillotte, Executive Director

SUBJECT: ADA COMPLIANCE

DATE: May 18, 2020

Introduction

The Americans with Disabilities Act (ADA) became effective January 26, 1992. This comprehensive federal civil rights law prohibits discrimination on the basis of disability. The ADA has changed the way the District allocates resources, uses the internet, hires staff, plans programs, makes policy, buys goods and services, and develops contracts.

Compliance Activity

The Geneva Park District retained Recreation Accessibility Consultants, LLC to conduct access audits of all existing sites and facilities. The audit was completed in October of 2010.

We reviewed the access audit results carefully and applied the US Department of Justice guidelines, called the "program access test". In this approach, one-of-a-kind sites are likely to be made accessible, unless doing so is technically not feasible. For similar existing District sites, such as playgrounds and sports fields, we are striving to make at least one of every three such sites accessible, unless doing so is technically not feasible.

For new construction, the 2010 Standards became effective on March 15, 2012 and we will use those Standards for new construction. Guidance from Recreation Accessibility Consultants, LLC and the Department of Justice make it clear that corrective work at sites should be accomplished by the District as soon as is possible.

We therefore are taking the following steps:

1. We are integrating accessibility retrofits into other existing plans, such as our playground replacement schedule and capital improvement plan;
2. We are phasing other corrective work as financial and staff resources allow. That work has included but is not limited to:

- The Peck Farm North Trail OSLAD Development will be completed in the Fall of 2020 at a cost of \$966,275. Of this amount \$400,000 will be funded by an OSLAD grant. Of this amount 10% or \$56,627 will be allocated towards ADA improvements.
- Fourth Street Park and Bricher Park playgrounds will be completed in the Spring of 2020 at a cost of \$258,581. Of this amount 10% or \$25,858 will be allocated towards ADA improvements.
- Additional accessible restrooms at Peck Farm Park will be completed in the Spring of 2019 at a cost of \$340,700. Of this amount 10% or \$34,700 will be allocated towards ADA improvements.
- Clover Hills playground will be completed in the Spring of 2019 at a cost of \$74,136. Of this amount 10% or \$7,413 will be allocated towards ADA improvements.
- The Sunset Pool spray ground was completed Spring of 2019 at a cost of \$316,000. Of this amount 10% or \$31,600 went towards ADA improvements.
- Foundation Park playground and Preston Park were completed in the Fall of 2017 at a cost of \$245,345. Frank K. Burgess and Elm Park were both completed Spring of 2018 at a cost of \$245,999. Of this amount 10% or \$49,134 went towards ADA improvements.
- Mill Creek Pool spray ground was completed Fall 2017/Spring 2018 at a cost of \$218,600.00. Of this amount 10% or 21,800.00 went towards ADA improvements.
- Don Forni, Batavia Highlands & Pepper Valley Park were completed in the Spring of 2016 at a cost of \$180,879.50. Shannon and Linden Park were completed in Fall of 2016 at a cost of \$104,064.00. Michael Arbizzani, Kay Lovett & Stanley Esping Park were completed in the Spring of 2017 at a cost of \$240,796.85. Of the above amounts 10% or \$52,574.04 went towards ADA improvements.
- Terney, Weaver and Wheeler Park Playgrounds were completed in Fall of 2015 at a cost of \$370,645.00. Of this amount 10% or \$37,065.00 of this cost went towards ADA improvements.
- Eaglebrook Park Playground Renovation: This project was completed in the Spring of 2015 at a total cost of \$175,178.00. Of this amount 10% or \$17,517.00 of this cost went towards ADA improvements.
- Washburn Park Playground Renovation: This project was completed in the Fall of 2014 at a total cost of \$108,083.00. Of this amount 10% or \$10,808.00 of this cost went towards ADA improvements.
- Meadows Park Playground Renovation: This project was completed in the Fall of 2014 at a total cost of \$90,691.00. Of this amount 10% or \$9,069.00 of this cost went towards ADA improvements.
- Peck Farm Outdoor Education Center (nature playground) completed summer of 2013 for a total budget of \$650,888.00. Of this amount 10% or \$65,088.00 of this cost went towards ADA expense.
- Stephen D. Persinger Recreation Center completed Fall of 2008 for a total budget of \$9.5M. Of this amount \$712,289.00 of this cost went towards ADA expense.
- Accessible picnic tables at various locations.
- Handicap parking signs installed and adjusted at multiple parks.
- Acquisition and installation of restroom signage with access symbols and braille.
- Additional fibar surfacing added to achieve correct transfer heights.
- Ordered and are prepared to install handicap drinking fountains at South Street Fields and Sunset Community Center.

- Installed tactile warning strips at Elm Park and the Peck Farm South Bike Trail.
 - Installation of additional lined crosswalks at Peck Farm Park.
 - Removed washroom partitions at Wheeler north restrooms to achieve accessible dimensions.
 - Installation of signage at Peck Farm Maintenance Facility directing patrons in wheelchairs to accessible entry.
 - Installation of compliant doors and door hardware within the Peck Farm Park Maintenance Facility.
3. The public provides feedback on our ADA compliance initiatives on all playground replacements at scheduled park meetings. These meetings occur on an annual basis at the location of the construction projects.
 4. Our ADA transition work plan is available for review.

Conclusion

Access to our sites and facilities by people with and without disabilities is consistent with our mission of service to all in our community.

By training our staff and making access a part of the culture, we believe compliance with the ADA is no different than other initiatives we have addressed, such as risk management, diversity, transparency, and fiscal accountability.

Executive Director Recommendation: *that the Board accept this report and direct staff to continue compliance with ADA directives.*

Cc: Alex Englehardt, Executive Director
FVSRA

DIRECTOR'S MONTHLY AGENDA AND REPORT May 18, 2020

ANNUAL MEETING

The Annual Meeting agenda and suggested committee appointments is enclosed. The President and Vice-President of the board are elected at this time. The President then appoints the Treasurer, Secretary, committees & other appointments.

BUDGET AND APPROPRIATION ORDINANCE #2020-04

Staff would recommend a motion to approve the ordinance as presented. The Budget Ordinance has been available for public inspection since the April board meeting. The budget was reviewed and approved by the Finance Committee and Board at the April meeting. A roll call vote is necessary.

ADA AUDIT COMPLIANCE UPDATE AND REVIEW

Each year in our capital plan, staff takes on a number of projects to continue to meet the requirements of our ADA accessibility audit. Enclosed in your packet is a memo summarizing that work and asking for the board's formal commitment to continued compliance.

COMMUNICATIONS

Island Park had to be closed yet again this past month due to flooding. Staff will be looking at possible drainage solutions this summer which may help the water recede faster but will not prevent the island from flooding in the future.

Staff received word from Senator Oberweis' office to continue the process of pursuing "Rebuild Illinois funds" for drainage work at Island Park in the amount of \$100,000. The submittal is due by June 24th.

Staff is ready to proceed with the Community Survey and the ADA Transition Plan and would like the Board's direction as to the proper timing for each project. Both are budgeted for this fiscal year.

The Park Staff continue to work very hard at maintaining our highly utilized parks this spring as well as moving forward with all the typical spring/summer preparations.

The Recreation Staff have been working hard to navigate what summer programming may look like to ensure we are doing all we can to meet our resident's recreational needs during this unprecedented time.

The Annual Meeting of the Geneva Park District Foundation was held on May 7. Officers for the 2020-2021 term are now as follows: Jim Lynch as Chair; Charlie Lambillotte as Vice-Chair; Sandra Klimowski as Treasurer; Rick Razum as Assistant Treasurer; and Sheavoun Lambillotte as Secretary. Under these unprecedented circumstances as it relates to COVID-19, the Foundation has suspended all operations through December 31, 2020.

Staff is pursuing the possibility of keeping Autumn Fair on the calendar for the fall on a smaller scale without the fundraising function of the GPDF.

Work on Bricher, Fourth Street and Library Parks are in progress. We hope to have work substantially complete by June 1st but we are doubtful the stay at home order which includes no playground use will be lifted by this time.

We have tentatively scheduled a formal dedication of the trees planted at Peck Farm Ballfields in honor of John Burns the evening on Friday, July 17th. Hopefully, all board members are able to attend.

I continue to represent the FVSRA on their association board. We have been reviewing the proposed budget draft for the upcoming year as well as guiding the organization through the painstaking details of operating through this pandemic.

The board calendars are not included this month as facilities are closed and all programs are cancelled due to the coronavirus pandemic.

Enclosed in your packet is a list of operational changes and modifications based on the Governor's "Stay at Home" order as well as a copy of the phasing plan from the Governor's website for your review.

FUTURE MEETINGS

Foundation Meeting	TBD	TBD
Regular Scheduled Meeting	June 15, 2020	7:00 p.m.

RECREATION COMMITTEE REPORT

Enclosed is the Recreation Committee packet of information and minutes from the Recreation Committee meeting held on May 11, 2020. The Recreation Committee includes both Board Members, Bre Cullen and John Frankenthal (John Frankenthal was absent) reviewed the information with staff and recommend approval of the committee report and all recommendations included in the report. Supt. of Recreation Vickers will be available to answer any questions from board members.

FVSRA BOARD APPOINTMENTS

Each year, the FVSRA requires formal recognition of GPD's appointment to their board. Staff would ask for a motion to approve the appointment of Sheavoun Lambillotte to represent GPD on the FVSRA board with Christy Powell and Nicole Vickers appointed as alternates.

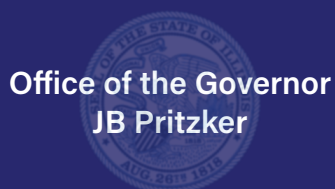
COVID-19 Operational Update

Below is a compilation of Park District operations under the present Stay at Home Order:

- Tennis courts opened with strict social distancing and additional sanitation and safety procedures.
- Disc Golf opened with strict social distancing and additional sanitation and safety procedures.
- Mini Golf opened with strict social distancing and additional sanitation and safety procedures for participants and staff.
- Community Gardens opened on April 20th with strict social distancing and additional sanitation and safety procedures.
- Restrooms at Island Park, Wheeler Park and Peck Farm Park opened and being sanitized 3 times daily.
- Parks and trails remain open.
- Playgrounds remain closed.
- Refuse disposal has increased to 3 times per week due to increased park usage.
- Fitness centers and Peck Farm facilities remain closed.
- Butterfly house will not open as scheduled.
- Pool openings are still uncertain.
- Spray ground openings are still uncertain.
- Summer programming remains uncertain.
- Summer camps will likely run with limited capacity.
- Custodial staff moved to the Parks Department.
- Over 150 part-time staff were laid off as of 3/30/2020.
- Additional staff laid off as of 4/6/2020.
- Full-time staff on modified schedules as of 5/1/2020.
- Park staff working at full capacity in staggered shifts to reduce contact.
- Recreation and Administrative staff working remotely and with limited office time as needed.
- Work spaces are being cleaned and sanitized regularly.
- Masks are being utilized as outlined in the May 1st Stay at Home Order.

RESTORE ILLINOIS

A Public Health Approach To Safely Reopen Our State

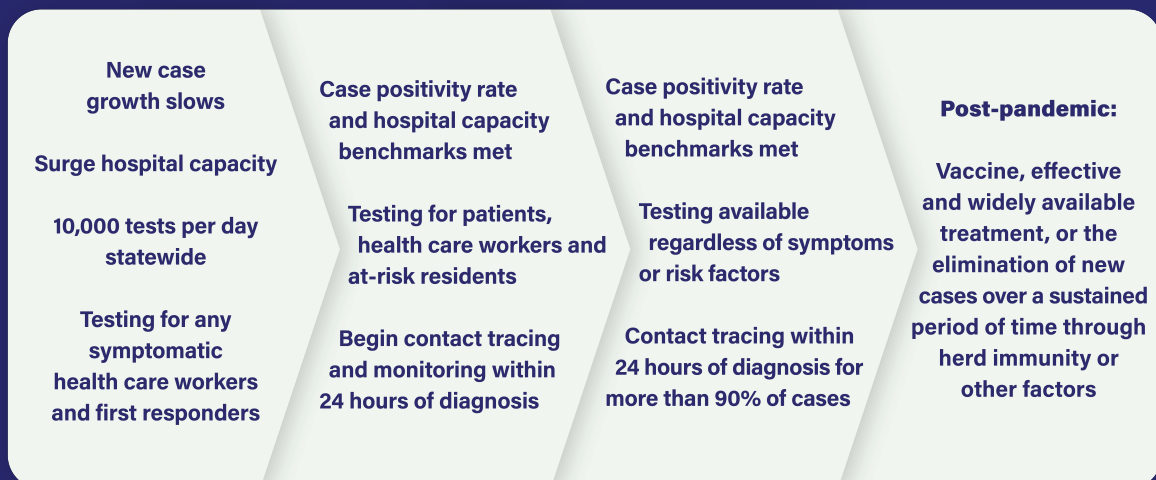


May 5, 2020

RESTORE ILLINOIS

A Public Health Approach To Safely Reopen Our State

Phase 1 Rapid Spread	Phase 2 Flattening	Phase 3 Recovery	Phase 4 Revitalization	Phase 5 Illinois Restored
<p>Strict stay at home and social distancing guidelines are put in place, and only essential businesses remain open.</p> <p>Every region has experienced this phase once already and could return to it if mitigation efforts are unsuccessful.</p>	<p>Non-essential retail stores reopen for curb-side pickup and delivery.</p> <p>Illinoisans are directed to wear a face covering when outside the home and can begin enjoying additional outdoor activities like golf, boating & fishing while practicing social distancing.</p>	<p>Manufacturing, offices, retail, barbershops and salons can reopen to the public with capacity and other limits and safety precautions.</p> <p>Gatherings of 10 people or fewer are allowed.</p> <p>Face coverings and social distancing are the norm.</p>	<p>Gatherings of 50 people or fewer are allowed, restaurants and bars reopen, travel resumes, child care and schools reopen under guidance from the Illinois Department of Public Health.</p> <p>Face coverings and social distancing are the norm.</p>	<p>The economy fully reopens with safety precautions continuing.</p> <p>Conventions, festivals and large events are permitted, and all businesses, schools and places of recreation can open with new safety guidance and procedures.</p>



An Introduction



From the beginning of the new coronavirus pandemic, Illinois' response has been guided by data, science, and public health experts. As community spread rapidly increased, Governor Pritzker moved quickly to issue a Disaster Proclamation on March 9, restrict visitors to nursing homes on March 11, close bars and restaurants for on-site consumption on March 16, move schools to remote learning on March 17, and issue a Stay at Home order on March 21. This virus has caused painful, cascading consequences for everyone in Illinois, but the science has been clear: in the face of a new coronavirus with unknown characteristics and in the absence of widespread testing availability and contact tracing, mitigation and maintaining a 6-foot social distance have been the only options to reduce the spread and save as many lives as possible.

Millions of Illinoisans working together by staying at home and following experts' recommendations have proven these mitigation and social distancing measures effective so far. The result has been a lower infection rate, fewer hospitalizations, and lower number of fatalities than projected without these measures. Our curve has begun to flatten. Nevertheless, the risk of spread remains, and modeling and data point to a rapid surge in new cases if all mitigation measures were to be immediately lifted.

Now that Illinois is bending the curve, it is vitally important that we follow a safe and deliberate path forward to get our Illinois economy moving. That path forward is not what everyone wants or hopes for, but it will keep Illinoisans as safe as possible from this virus as our economy is reopening.

Restore Illinois is about saving lives and livelihoods. This five-phased plan will reopen our state, guided by health metrics and with distinct business, education, and recreation activities characterizing each phase. This is an initial framework that will likely be updated as research and science develop and as the potential for treatments or vaccines is realized. The plan is based upon regional healthcare availability, and it recognizes the distinct impact COVID-19 has had on different regions of our state as well as regional variations in hospital capacity. The Illinois Department of Public Health (IDPH) has 11 Emergency Medical Services Regions that have traditionally guided its statewide public health work and will continue to inform this reopening plan. For the purposes of this plan, from those 11, four health regions are established, each with the ability to independently move through a phased approach: Northeast Illinois; North-Central Illinois; Central Illinois; and Southern Illinois.

The five phases for each health region are as follows:

Phase 1 – Rapid Spread: The rate of infection among those tested and the number of patients admitted to the hospital is high or rapidly increasing. Strict stay at home and social distancing guidelines are put in place and only essential businesses remain open. Every region has experienced this phase once already, and could return to it if mitigation efforts are unsuccessful.

Phase 2 – Flattening: The rate of infection among those tested and the number of patients admitted to the hospital beds and ICU beds increases at an ever slower rate, moving toward a flat and even a downward trajectory. Non-essential retail stores reopen for curbside pickup and delivery. Illinoisans are directed to wear a face covering when outside the home and can begin enjoying additional outdoor activities like golf, boating and fishing while practicing social distancing. To varying degrees, every region is experiencing flattening as of early May.

Phase 3 – Recovery: The rate of infection among those surveillance tested, the number of patients admitted to the hospital, and the number of patients needing ICU beds is stable or declining. Manufacturing, offices, retail, barbershops and salons can reopen to the public with capacity and other limits and safety precautions. Gatherings limited to 10 people or fewer are allowed. Face coverings and social distancing are the norm.

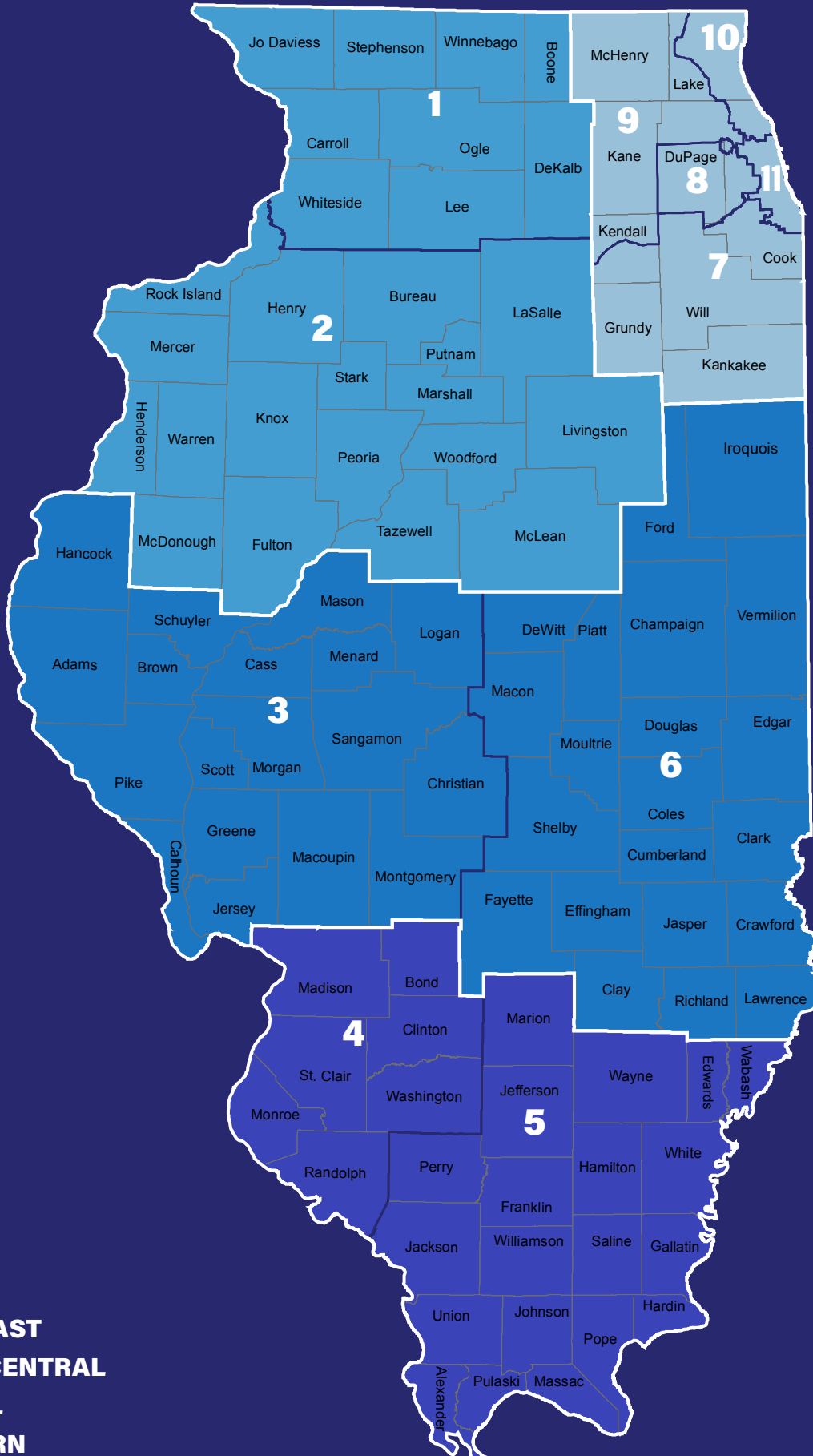
Phase 4 – Revitalization: The rate of infection among those surveillance tested and the number of patients admitted to the hospital continues to decline. Gatherings of 50 people or fewer are allowed, restaurants and bars reopen, travel resumes, child care and schools reopen under guidance from the Illinois Department of Public Health. Face coverings and social distancing are the norm.

Phase 5 – Illinois Restored: With a vaccine or highly effective treatment widely available or the elimination of any new cases over a sustained period, the economy fully reopens with safety precautions continuing. Conventions, festivals and large events are permitted, and all businesses, schools and places of recreation can open with new safety guidance and procedures in place reflecting the lessons learned during the COVID-19 pandemic.

Until COVID-19 is defeated, this plan also recognizes that just as health metrics will tell us it is safe to move forward, health metrics may also tell us to return to a prior phase. With a vaccine or highly effective treatment not yet available, IDPH will be closely monitoring key metrics to immediately identify trends in cases and hospitalizations to determine whether a return to a prior phase may become necessary.

*All public health criteria included in this document are subject to change.
As research and data on this novel coronavirus continue to develop, this plan
can and will be updated to reflect the latest science and data.*

RESTORE ILLINOIS HEALTH REGIONS



-  **NORTHEAST**
-  **NORTH-CENTRAL**
-  **CENTRAL**
-  **SOUTHERN**

Phase 1: Rapid Spread

WHAT THIS PHASE LOOKS LIKE

COVID-19 is rapidly spreading. The number of COVID-19 positive patients in the hospital, in ICU beds, and on ventilators is increasing. The public health response relies on dramatic mitigation measures, like stay at home orders and social distancing, to slow the spread of the virus and prevent a surge that overwhelms the health care system. With a Stay at Home order in place, only essential businesses are in operation and activities outside of the home are limited to essentials, like grocery shopping.

WHAT'S OPEN?

Gatherings: Essential gatherings, such as religious services, of 10 or fewer allowed; No non-essential gatherings of any size

Travel: Non-essential travel discouraged

Health care: Emergency procedures and COVID-19 care only

Education and child care: Remote learning in P-12 schools and higher education; Child care in groups of 10 or fewer for essential workers

Outdoor recreation: Walking, hiking and biking permitted; State parks closed

Businesses:

- **Manufacturing:** Essential manufacturing only
- **"Non-essential" businesses:** Employees of "non-essential" businesses are required to work from home except for Minimum Basic Operations
- **Bars and restaurants:** Open for delivery, pickup and drive-through only
- **Entertainment:** Closed
- **Personal care services and health clubs:** Closed
- **Retail:** Essential stores are open with strict restrictions; Non-essential stores are closed

HOW WE MOVE TO THE NEXT PHASE

Cases and Capacity:

- Slowing of new case growth
- Availability of surge capacity in adult medical and surgical beds, ICU beds, and ventilators

Testing:

- Ability to perform 10,000 tests per day statewide
- Testing available in region for any symptomatic health care workers and first responders

Phase 2: Flattening

WHAT THIS PHASE LOOKS LIKE

The rise in the rate of infection is beginning to slow and stabilize. Hospitalizations and ICU bed usage continue to increase but are flattening, and hospital capacity remains stable. Face coverings must always be worn when social distancing is not possible. Testing capacity increases and tracing programs are put in place to contain outbreaks and limit the spread.

WHAT'S OPEN

Gatherings: Essential gatherings, such as religious services, of 10 or fewer allowed; No non-essential gatherings

Travel: Non-essential travel discouraged

Health care: Emergency and COVID-19 care continue; Elective procedures allowed once IDPH criteria met

Education and child care: Remote learning in P-12 schools and higher education; Child care in groups of 10 or fewer for essential workers

Outdoor recreation: Walking, hiking, and biking permitted; Select state parks open; Boating and fishing permitted; Golf courses open; All with IDPH approved safety guidance

Businesses:

- **Manufacturing:** Essential manufacturing only
- **"Non-essential" businesses:** Employees of "non-essential" businesses are required to work from home except for Minimum Basic Operations
- **Bars and restaurants:** Open for delivery, pickup, and drive through only
- **Personal care services and health clubs:** Closed
- **Retail:** Essential stores are open with restrictions; Non-essential stores open for delivery and curbside pickup

HOW WE MOVE TO THE NEXT PHASE

Cases and Capacity: The determination of moving from Phase 2 to Phase 3 will be driven by the COVID-19 positivity rate in each region and measures of maintaining regional hospital surge capacity. This data will be tracked from the time a region enters Phase 2, onwards.

- At or under a 20 percent positivity rate and increasing no more than 10 percentage points over a 14-day period, AND
- No overall increase (i.e. stability or decrease) in hospital admissions for COVID-19-like illness for 28 days, AND
- Available surge capacity of at least 14 percent of ICU beds, medical and surgical beds, and ventilators

Testing: Testing available for all patients, health care workers, first responders, people with underlying conditions, and residents and staff in congregate living facilities

Tracing: Begin contact tracing and monitoring within 24 hours of diagnosis

WHAT COULD CAUSE US TO MOVE BACK

IDPH will closely monitor data and receive on-the-ground feedback from local health departments and regional healthcare councils and will recommend moving back to the previous phase based on the following factors:

- Sustained rise in positivity rate
- Sustained increase in hospital admissions for COVID-19 like illness
- Reduction in hospital capacity threatening surge capabilities
- Significant outbreak in the region that threatens the health of the region

Phase 3: Recovery

WHAT THIS PHASE LOOKS LIKE

The rate of infection among those surveillance tested is stable or declining. COVID-19-related hospitalizations and ICU capacity remains stable or is decreasing. Face coverings in public continue to be required. Gatherings of 10 people or fewer for any reason can resume. Select industries can begin returning to workplaces with social distancing and sanitization practices in place. Retail establishments reopen with limited capacity, and select categories of personal care establishments can also begin to reopen with social distancing guidelines and personal protective equipment. Robust testing is available along with contact tracing to limit spread and closely monitor the trend of new cases.

WHAT'S OPEN

Gatherings: All gatherings of 10 people or fewer are allowed with this limit subject to change based on latest data & guidance

Travel: Travel should follow IDPH and CDC approved guidance

Health Care: All health care providers are open with DPH approved safety guidance

Education and child care: Remote learning in P-12 schools and higher education; Limited child care and summer programs open with IDPH approved safety guidance

Outdoor recreation: State parks open; Activities permitted in groups of 10 or fewer with social distancing

Businesses:

- **Manufacturing:** Non-essential manufacturing that can safely operate with social distancing can reopen with IDPH approved safety guidance
- **"Non-essential" businesses:** Employees of "non-essential" businesses are allowed to return to work with IDPH approved safety guidance depending upon risk level, tele-work strongly encouraged wherever possible; Employers are encouraged to provide accommodations for COVID-19-vulnerable employees
- **Bars and restaurants:** Open for delivery, pickup, and drive through only
- **Personal care services and health clubs:** Barbershops and salons open with IDPH approved safety guidance; Health and fitness clubs can provide outdoor classes and one-on-one personal training with IDPH approved safety guidance
- **Retail:** Open with capacity limits and IDPH approved safety guidance, including face coverings

HOW WE MOVE TO THE NEXT PHASE

Cases and Capacity: The determination of moving from Phase 3 to Phase 4 will be driven by the COVID-19 positivity rate in each region and measures of maintaining regional hospital surge capacity. This data will be tracked from the time a region enters Phase 3, onwards.

- At or under a 20 percent positivity rate and increasing no more than 10 percentage points over a 14-day period, AND
- No overall increase (i.e. stability or decrease) in hospital admissions for COVID-19-like illness for 28 days, AND
- Available surge capacity of at least 14 percent of ICU beds, medical and surgical beds, and ventilators

Testing: Testing available in region regardless of symptoms or risk factors

Tracing: Begin contact tracing and monitoring within 24 hours of diagnosis for more than 90% of cases in region

WHAT COULD CAUSE US TO MOVE BACK

IDPH will closely monitor data and receive on-the-ground feedback from local health departments and regional healthcare councils and will recommend moving back to the previous phase based on the following factors:

- Sustained rise in positivity rate
- Sustained increase in hospital admissions for COVID-19 like illness
- Reduction in hospital capacity threatening surge capabilities
- Significant outbreak in the region that threatens the health of the region

Phase 4: Revitalization

WHAT THIS PHASE LOOKS LIKE

There is a continued decline in the rate of infection in new COVID-19 cases. Hospitals have capacity and can quickly adapt for a surge of new cases in their communities. Additional measures can be carefully lifted allowing for schools and child care programs to reopen with social distancing policies in place. Restaurants can open with limited capacity and following strict public health procedures, including personal protective equipment for employees. Gatherings with 50 people or fewer will be permitted. Testing is widely available, and tracing is commonplace.

WHAT'S OPEN

Gatherings: Gatherings of 50 people or fewer are allowed with this limit subject to change based on latest data and guidance

Travel: Travel should follow IDPH and CDC approved guidance

Health care: All health care providers are open

Education and child care: P-12 schools, higher education, all summer programs, and child care open with IDPH approved safety guidance

Outdoor Recreation: All outdoor recreation allowed

Businesses:

- **Manufacturing:** All manufacturing open with IDPH approved safety guidance
- **"Non-essential" businesses:** All employees return to work with IDPH approved safety guidance; Employers are encouraged to provide accommodations for COVID-19-vulnerable employees
- **Bars and restaurants:** Open with capacity limits and IDPH approved safety guidance
- **Personal care services and health clubs:** All barbershops, salons, spas and health and fitness clubs open with capacity limits and IDPH approved safety guidance
- **Entertainment:** Cinema and theaters open with capacity limits and IDPH approved safety guidance
- **Retail:** Open with capacity limits and IDPH approved safety guidance

HOW WE MOVE TO THE NEXT PHASE

Post-pandemic: Vaccine, effective and widely available treatment, or the elimination of new cases over a sustained period of time through herd immunity or other factors.

WHAT COULD CAUSE US TO MOVE BACK

IDPH will closely monitor data and receive on-the-ground feedback from local health departments and regional healthcare councils and will recommend moving back to the previous phase based on the following factors:

- Sustained rise in positivity rate
- Sustained increase in hospital admissions for COVID-19 like illness
- Reduction in hospital capacity threatening surge capabilities
- Significant outbreak in the region that threatens the health of the region

Phase 5: Illinois Restored

WHAT THIS PHASE LOOKS LIKE

Testing, tracing and treatment are widely available throughout the state. Either a vaccine is developed to prevent additional spread of COVID-19, a treatment option is readily available that ensures health care capacity is no longer a concern, or there are no new cases over a sustained period. All sectors of the economy reopen with new health and hygiene practices permanently in place. Large gatherings of all sizes can resume. Public health experts focus on lessons learned and building out the public health infrastructure needed to meet and overcome future challenges. Health care equity is made a priority to improve health outcomes and ensure vulnerable communities receive the quality care they deserve.

WHAT'S OPEN

- All sectors of the economy reopen with businesses, schools, and recreation resuming normal operations with new safety guidance and procedures.
- Conventions, festivals, and large events can take place.

GENEVA PARK DISTRICT
PARKS AND PROPERTIES BOARD REPORT

May 18th, 2020

Operations

- Restrooms are open and staff is cleaning 3 times daily.
- Park disposal has increased to three times per week with the busy parks.
- Tennis Courts are open with Social Distancing rules and guidelines.
- Disc Golf is open with Social Distancing rules and guidelines.
- Spring mulching of landscape beds and tree rings is well underway.
- Stone Creek Mini Golf spring cleanup is completed.
- Staff completed the installation of the Butterfly house netting.
- Crews are working on spring landscape cleanup and annual bed planting.
- Staff is prepping the irrigation system at Wheeler small quad annual bed and Peck Sensory Garden for startup.
- Contractor has completed stump grinding from winter tree removals.
- Security is completing interior and exterior building checks nightly.
- Disposal dumpster pick up service has been reduced to Wheeler and Peck sites.
- Moving picnic tables back into the parks.
- Power washed Hawks Hollow playground and preparing for staining.
- Completed the landscaping at River Park parking islands.
- Working on landscaping around the Peck house.

Baseball/Softball

- Working on renovation plans for next season.
- Staff is starting to power rake infields as weather allows.
- The north field renovation at South Street Athletic Fields is complete.

Facilities

Sunset Community Center

- Moving forward with new park sign design. Sign contractor is working on drawings and permits for the sign.
- Staff is working with Engineering Resource on the ADA upgrades for the main parking lot.

Mill Creek Pool

- Staff is cleaning up leaves and debris preparing to open.

Sunset Pool

- Pool painting and poured in place surface is complete.
- Pool and spray ground are ready for startup.

Harrison Street School

- Staff completed LED light upgrades on Tennis Courts.

Moore Park

- Spray pad Tough Coat painting is complete.



Natural Resource Work

- Removing woody invasive from prescribed burn areas. Staff has covered 16 acres of invasive removal.

Park Projects

- Lions Park tennis court resurfacing has started, contractor is power washing and patching areas while waiting for the proper weather to resurface.
- Wheeler Tennis Court bid was approved and contractor is scheduled to start in June. Project should take approximately two weeks to finish.
- Seven new park signs have been delivered, staff is ordering the posts and working on installation.
- Spring Landscape cleanup contractor has started and is scheduled to have work completed by May 25.
- Contracted and in-house fertilization and weed control is underway, all park applications are scheduled to be completed by June 1st.

Peck North OSLAD project

- Contractor has completed the concrete work for the shelter and sundial area.
- Excavation and concrete forming is complete at the overlook and the Solstice.
- The contractor has completed the trail excavation on the north and west sides of the park. The trail along Peck and Kaneville Road has been surveyed and the contractor is scheduled to begin excavation the week of May 11th.

Bricher and 4th Street Playgrounds

- The 4th Street playground is complete, staff is working with contractor on restoration.
- The installation of Bricher playground equipment is complete contractor is working on the installation of the new path and half court basketball.

Library Playground

- Contractor has started on the excavation and playground curbing installation.

**GENEVA PARK DISTRICT
RECREATION BOARD REPORT
NICOLE VICKERS, CPRP
SUPERINTENDENT OF RECREATION
May 18, 2020**

UPDATE:

I. SPRING RECREATION COMMITTEE MEETING

On Monday, May 11th the Recreation Committee met to discuss programs and participation during the Fall and Winter (2019-2020) seasons. We also reviewed the department's goals and objectives from the previous year, as well as the 2020-2021 goals and objectives. I will discuss the details later in the meeting.

II. VIRTUAL PROGRAM HIGHLIGHTS

Staff continues to exercise creativity in the pursuit of providing virtual recreational opportunities. Below is a list of recently added programs/resources:

Create a Clay-O-Rama	Family Photo Hunt	Paper Airplane Day
Digital Escape Room	Living Room Camp Out	Top 5 Family Movies
DIY Bowling	Oreo Games	Water Guardian
Drill & Skill Challenge	Gymnastics Hunt	Intro to Music
BestLife Alphabet Series	Home Healthy Recipes	Five Senses
Circle Time	Ronde De Jambe Dance	Math Lessons
Green Day Collage	Alphabet Activities	Science Experiments
Lazer Maze	Messy Week	Preschool Earth Week
Music Time	Degage and Battement Dance	Mother's Day Stories
Preschool Cooking	Picture Collage	Letter T
Multiple Fitness Challenges	Star Wars Paper Craft	Origami
Birthday Shout-Outs/Cards	Cinco De Mayo Activities	Game Time
Fitness Recipes	Volleyball Drills	Pass the Sombrero
Crossword Puzzles	Mariachi Guitar	Gymnastic Lessons
Madden 20	NBA 2K20	Rocket League
Radio Show	Fiesta Week	Sidewalk Obstacle Course
Vision Board	Airplane Day	Soccer Skills
Local Hero Nominations	Bubble Painting	Magic

A few highlights include:

- Over 100 players in virtual leagues
- Over 30 participants in the Radio Show
- Over 2,600 views on Live Your BestLife at Home webpage
- Outreach spanned over 30,000 views from the community



III. EDUCATION UPDATES

Staff has remained focused on continuing education throughout this time. As the world continues to evolve, staff is utilizing resources to stay well informed through webinars/conference calls on local, state, and national levels in an effort to help maneuver through how the “new normal” might look in relation to programs/facilities. Below is a list of some of the webinars staff has participated in:

Starfish Aquatics- Getting Back on Track	IPRA Aquatics Roundtable	IPRA Call to Action
Texas Aquatics Group	Planning and Virtual In-services for Aquatics	Understand Fiscal Reality
Driving Business Resilience	Planning for the Summer and Beyond	IAPD – The Return to the New Normal
COVID Safety	NRPA Aquatics	Maintaining Our Connections
PDRMA – Safety & Mitigation	COVID Community Talks	How to Reopen Fitness Business
COVID Era Aquatics	StarGuard Elite	Day Camp Committee
Athletic Committee	Reductionism and Revenue	Pricing, Marketing, and Measuring
American Camp Association	CDC Training	Social Distancing

IV. BROCHURE

The brochure will be available online the week of May 18th. The brochure has been updated to reflect days/times/locations are subject to change. In addition, all residents will be receiving a “register now” postcard in their mailboxes.



We will also be implementing a different process for payment. Understanding it is possible that programs might not start on scheduled dates, participants will register and provide payment information, however, actual payment will not occur until just prior to the start day. This process will allow staff to process accurate payments and avoid future refunds.

Staff is working on the Fall brochure production. We are keeping in mind continued guidelines/restrictions might still be in place as the Fall season approaches.

V. FACILITY UPDATE

Stone Creek Miniature Golf Course opened to the public on May 9th with strict social distancing guidelines and additional sanitation procedures. Staff implemented guidelines to ensure safety as modeled after requirements set forth by the Illinois Department of Commerce and Economic Opportunity. Guidelines include:

- Online reservations required
- Groups limited to 2 people
- Everyone must wait 6 feet apart
- Tee time reservations will be 15 minutes apart
- Practice social distancing at all times
- Balls and clubs sanitized after each use

- No concessions available
- Holes have elevated cups
- Bring hand sanitizer
- Refrain from high fives/handshakes; avoid touching structures

Several staff members collaborated and were able to manipulate Rec Trac on the back-end to allow for the new online reservation system. The process was a rather large undertaking, but they were able to produce a system that works well and the district did not incur any additional cost.

Staff members are also exercising additional practices including wearing masks, gloves, hand sanitizing, not physically exchanging any goods/products, and increased sanitation.

In preparation for the Summer season, a few maintenance projects (i.e. painting, surfacing repairs) have been completed at the pools. We are still anticipating guidelines to be published by the Illinois Department of Public Health, but have continued to diligently research how to safely train staff, adopt additional cleaning procedures, and research on how to enforce social distancing. In the event the pools were to open, staff would be ready to begin the routine pre-season preparations.

The fitness centers have remained closed due to the shelter-in-place order. Staff continues to stay diligent in virtually engaging the members, and also focus on re-opening plans/procedures. All memberships either remain in a suspended mode, or have been granted an extension to their membership.

VI. PROGRAM UPDATE

Staff remains motivated to re-introduce programming within the boundaries set forth by the governor. Currently, we are pursuing the introduction of outdoor fitness classes which is outlined in Phase 3: Recovery. We will adhere to maximum participant standards and implement safety guidelines as they are set forth.

Summer camp still remains a high priority. Phase 3 also highlights limited childcare and summer programs will be allowed, in conjunction with IDPH approved safety guidelines. If given the opportunity, staff will be prepared to offer summer camps for the summer season.

VII. SPECIAL EVENT UPDATE

The summer season is approaching quickly, and as would be typical, we have several special events on the horizon (Swedish Days, Neighborhood Cook-Outs, Movies in the Park, Concerts). Staff is remaining mindful that these events might need to look different this coming year. It is possible we would consider changing dates and locations in an effort to still be able to host these events in a safe manner.

Peck Farm Park Report

by

Trish Burns

Manager, Peck Farm Park Interpretive Center

May 18, 2020

Natural Areas / Site Management

1. Peck House Windows: TMC Windows were on site and installed the restored windows on the first-floor of the Peck House. They look amazing, like brand new windows. The second-floor windows were removed to begin restoration work. The second-floor windows are expected to take 6-8 weeks for the restoration work to be complete.



2. Hawks Hollow Playground: The playground is currently closed but the Parks staff is working hard to get it ready for reopening. All of the wood surfaces commonly touched have been power washed, sanded and stained. A good portion of the hard surfaces were also power washed. The creek was thoroughly cleaned. The splash pad is scheduled to get its spring clean done this week. The water in the creek and splash pad will not be turned on until all playgrounds are open.

Interpretation / Programs

1. Butterfly House: The Butterfly House was scheduled to open on May 16, but with the current stay at home order things were amended. Butterflies were released into the Butterfly House and a virtual program was shared on our Facebook page and posted on our website. The Butterfly House will be maintained and ready to open when the stay at home order is lifted. The Butterfly House will have amended hours and operating procedures when it does open.
2. KCCN: All of the spring and early summer programs for KCCN are currently cancelled. This is a joint program with the St. Charles Park District and Forest Preserve District of Kane County. We are all working together to keep the program moving forward and have plans to start programs as soon as possible.

3. Virtual Programs: We have developed a whole series of virtual programs. The following list includes some of the topics covered:
 - Camping at Home
 - Butterflies of Illinois
 - Migratory Birds
 - Earth Day at Home
 - Recycling Tips
 - Outdoor Activity Rocks!
 - Bug Hotels at Home
 - How to grow a tree from seed
 - Grow plants using an egg carton
4. Upcoming Events & Programs

▪ Summer Camps	June 8- August 14
▪ Little Buds	June 17- July 8
▪ Little Stinkers	June 16
▪ Talons and Tweets	June 19
▪ Great Peck Bug Off	June 27
▪ Buggy Bowling	June 30
5. Program report (April):

2019		2019	
11	Family Programs	197	
3	Adult Program	205	
7	Children's Programs	73	
0	Birthday Parties	0	
0	On-site Field Trips – Staff Led	0	
1	Outreach Programs	185	Friendship Station
5	KidsZone	290	
0	Scout Programs	0	
0	On-site Field Trip- Self Guided	0	
1	Community Group Meetings	42	FVAS
1	Partnered Programs	58	FVAS Star Party
0	In-house OB Rental	0	
0	OB Rentals	0	
0	Picnic Shelter Rental	0	
0	3-Sided Barn Rental	0	
0	Facility Rental	0	Includes all buildings
1	Special Event	350	Earth Day
	Walk in Attendance	657	
30	Total Events	2057	Total Tracked Participants

6. Program Comparison (4-Years)

2018		2017		2016		2015	
Events	Participants	Events	Participants	Events	Participants	Events	Participants
41	2329	48	2180	48	2811	46	2076

Geneva Park District
Recreation Committee Meeting

Monday, May 11th

4:00 pm (virtual)

Conference call # (786) 535-3211, Access Code: 532-114-349. Public comments are welcome via email bpattermann@genevaparks.com or voicemail 630-262-2202 until 3:45 PM on May 11, 2020 and will be shared at the meeting. Submitted by Sheavoun Lambillotte, Geneva Park District Board Secretary.

AGENDA

- I. Call to Order
- II. Adopt Temporary Public Comment Rule
- III. Hearing of Guests
- IV. 2019-2020 Recreation Fund Summary of Revenue & Expenses
- V. Recreation Program/Participant Cost Analysis
 - A. Fall 2019
 - B. Winter 2020
- VI. Review of 2019-2020 Recreation Goals
- VII. Review of 2020-2021 Recreation Goals
- VIII. Additional discussion/questions
- IX. Adjourn

MEMO

To: Recreation Committee

From: Nicole Vickers, Superintendent of Recreation

Subject: Recreation Committee Report

Date: May 11, 2020

Attached are the recreation programs financial analysis and participation comparisons for the Fall and Winter 2019-20 seasons. Also, for reference, is the summary of revenue and expense for the recreation budget for the 2019-2020 fiscal year.

In regard to the remaining net balances in some of the program accounts, I wanted to remind the committee that this report reflects only direct costs associated with the programs. It does not include administrative costs, full time salaries, utilities, building repairs, maintenance, or the \$15,000, plus CPI (\$15,345), rent we pay to the school district each year for school use outside of Kid's Zone. When incorporating these costs into our programs, many are closer to breaking even than making a profit.

All program revenue generated assists in offsetting deficits produced by the Administrative and Public Information Operations along with the Park District's operations of Western Avenue and Harrison Street School gyms.

As a reminder, the Winter season was interrupted by the mandated shelter-in-place order. Staff processed refunds for the last two weeks of programming, and also programs occurring over spring break. As the board is aware, the district continued to pay salaries to all part-time instructors and contractors until the end of the Winter program schedule. The combination of refunds, and continued payroll resulted in a lower net profit. Based on historical data, the 2020 Winter season was on track to exceed last year's numbers in both participation, and overall net profit.

Staff remains steadfast in creating and achieving annual goals. You will notice many of our goals remain the same this coming year as we will be filled with a unique set of challenges as we prepare to re-open facilities and re-start programming. In the coming months, a large emphasis will be put on executing successful, and safe, programs/facilities with different guidelines as set forth by governing bodies, and recommendations from IDPH and the CDC. The year ahead might look different, but the motivation to service the community is stronger than ever.

**Geneva Park District
Recreation Fund
Summary of Revenue and Expense
May 2019 - April 2020**

	<u>Revenue</u>	<u>Expense</u>	<u>Surplus or (Deficit)</u>
Administrative Operations	1,592,000	2,345,588	(753,588)
Public Information	13,500	136,800	(123,300)
Community Center Rentals	9,000	1,500	7,500
General Recreation	238,500	123,525	114,975
Playhouse 38	78,700	70,850	7,850
Preschool/ Toddler	356,000	323,000	33,000
Active Older Adults	19,500	14,800	4,700
Dance	120,000	59,800	60,200
Camps	345,000	263,250	81,750
Contracted & Cooperative Programs	18,200	13,600	4,600
Special Events	74,150	52,250	21,900
Tennis	16,000	11,000	5,000
Tumbling/ Gymnastics/Cheerleading	160,900	106,800	54,100
Baseball/ Softball	62,500	24,200	38,300
General Athletics	374,000	240,275	133,725
Ice Rinks	-	-	-
Gymnasiums	-	48,400	(48,400)
Sunset Racquetball & Fitness Center	209,800	133,462	76,338
Pools	591,900	563,850	28,050
Stone Creek Miniature Golf	97,200	37,700	59,500
After School Programs	830,500	776,600	53,900
Scholarships	7,000	7,000	-
SPRC	669,500	529,600	139,900
Total	5,883,850	5,883,850	-
Prior Year Totals	5,735,325	5,735,325	-
% Change	2.59%		

Geneva Park District
Program/Participant Operating Cost Analysis
Fall 2019

SPECIAL EVENTS	Res	N/R	Total		Expense	Revenue	Gain/Loss		Profit %		Held	Cancel	Cancel %		Eval. Top Box	
			2019	2018			2019	2018	2019	2018			2019	2018	2019	2018
PARENTS NIGHT OUT	130	19	149	73	\$544.00	\$2,330.00	\$1,786.00	\$410.00	77%	59%	8	0	0%	0%	NA	99%
HALLOWEEN HAYDAY	744	160	904	981	\$1,582.06	\$2,103.00	\$520.94	\$1,435.00	25%	45%	1	0	0%	0%	99%	99%
HARVEST HUSTLE	149	138	287	164	\$4,654.75	\$9,954.50	\$5,299.75	\$3,151.43	53%	42%	1	0	0%	0%	96%	94%
HELLO SANTA	60	0	60	58	\$0.00	\$0.00	\$0.00	\$0.00	0%	0%	1	0	0%	0%	NA	NA
POLAR EXPRESS STORY TIME	480	17	497	501	\$8,656.00	\$11,822.00	\$3,166.00	\$2,742.72	27%	23%	4	0	0%	0%	96%	97%
ESCAPE THE MANSION	169	23	192	176	\$1,636.00	\$2,461.00	\$825.00	\$163.00	34%	8%	1	0	0%	0%	94%	95%
PIZZA PALOOZA	102	0	102	113	\$400.00	\$0.00	-\$400.00	-\$592.00	0%	0%	1	0	0%	0%	93%	92%
Totals	1834	357	2191	2066	\$17,472.81	\$28,670.50	\$11,197.69	\$7,310.15	39%	29%	17	0	0%	0%	96%	96%

Programs	Res	N/R	Total		Expense	Revenue	Gain/Loss		Profit %		Held	Cancel	Cancel %		Eval. Top Box	
			2019	2018			2019	2018	2019	2018			2019	2018	2019	2018
TEEN TRIPS/PROGRAMS	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	0%	0%	0	7	100%	100%	NA	NA
DANCE	237	64	301	238	\$22,065.00	\$42,160.09	\$20,095.09	\$14,334.65	48%	42%	41	14	25%	33%	92%	93%
FITNESS	543	74	617	705	\$23,019.00	\$48,493.92	\$25,474.92	\$30,685.30	53%	58%	54	23	30%	28%	96%	96%
GYMNASTICS/TUMBLING	149	29	178	198	\$28,934.19	\$45,360.00	\$16,425.81	\$10,359.46	36%	24%	28	10	26%	22%	93%	93%
GENERAL ATHLETICS	656	903	1559	1271	\$24,629.86	\$47,936.00	\$23,306.14	\$20,535.60	49%	49%	68	32	32%	33%	95%	96%
ADULT LEAGUES	148	40	188	258	\$7,430.88	\$12,457.50	\$5,026.62	\$4,813.00	40%	29%	6	4	40%	0%	NA	NA
ALL STAR SPORTS	652	73	725	652	\$47,948.70	\$67,936.80	\$19,988.10	\$18,481.73	29%	31%	78	35	31%	43%	92%	94%
TODDLER CLASSES	189	34	223	282	\$10,497.89	\$16,361.50	\$5,863.61	\$6,841.70	36%	37%	40	88	69%	25%	98%	96%
MARTIAL ARTS	149	16	165	169	\$13,735.25	\$20,255.00	\$6,519.75	\$6,167.05	32%	30%	34	15	31%	29%	97%	100%
YOUTH PROGRAMS	126	7	133	168	\$6,411.11	\$9,187.20	\$2,776.09	\$2,968.69	30%	36%	32	40	56%	40%	98%	96%
ADULT/FAMILY	74	9	83	56	\$1,057.80	\$2,338.60	\$1,280.80	\$1,152.50	55%	39%	26	47	64%	67%	95%	98%
CULTURAL ARTS	1066	42	1108	1444	\$10,982.00	\$23,714.00	\$12,732.00	\$7,576.77	54%	39%	12	6	33%	40%	97%	96%
SENIORS	760	55	815	801	\$6,158.40	\$9,052.00	\$2,893.60	\$2,110.11	32%	29%	16	2	11%	13%	96%	98%
DAY OFF TRIPS AND CAMPS	594	4	598	668	\$11,030.74	\$17,448.10	\$6,417.36	\$3,324.12	31%	21%	42	24	36%	33%	98%	97%
Totals	5343	1350	6693	6910	\$213,900.82	\$362,700.71	\$148,799.89	\$129,350.68	41%	38%	477	347	42%	34%	95%	96%

Summary		2019	2018
Total Programs Offered:		841	718
Total Programs Held:		494	479
Total Participants:		8,884	8,976
Total Expenses:		\$231,373.63	\$232,942.14
Total Revenue:		\$391,371.21	\$369,602.97
Operating Net Gain		\$159,997.58	\$136,660.83

Geneva Park District

Program/Participant Operating Cost Analysis

Winter 2020

SPECIAL EVENTS	Res	N/R	Total		Expense	Revenue	Gain/Loss		Profit %		Held	Cancel	Cancel %	
			2020	2019			2020	2019	2020	2019			2020	2019
PARENTS NIGHT OUT	46	17	63	37	\$272.00	\$1,030.00	\$758.00	\$398.00	74%	70%	4	2	33%	0%
SUPER SHUFFLE	182	550	732	436	\$15,938.67	\$23,490.60	\$7,551.93	\$5,196.87	32%	34%	1	0	0%	0%
JUST DAD 'N ME DANCE	884	150	1034	1021	\$6,094.05	\$11,100.00	\$5,005.95	\$5,215.37	45%	48%	1	0	0%	0%
MOM 'N SON	370	83	453	569	\$3,477.34	\$5,523.00	\$2,045.66	\$3,464.28	37%	55%	1	0	0%	0%
Totals	1482	800	2282	2063	\$25,782.06	\$41,143.60	\$15,361.54	\$14,274.52	37%	43%	7	2	22%	0%

Programs	Res	N/R	Total		Expense	Revenue	Gain/Loss		Profit %		Held	Cancel	Cancel %	
			2020	2019			2020	2019	2020	2019			2020	2019
TEEN TRIPS/PROGRAMS	0	0	0	0	\$0.00	\$0.00	\$0.00	\$0.00	0%	0%	0	9	100%	100%
DANCE	248	57	305	276	\$24,771.00	\$39,839.46	\$15,068.46	\$20,871.66	38%	45%	39	15	28%	26%
FITNESS	636	84	720	786	\$15,030.25	\$32,525.32	\$17,495.07	\$20,891.89	54%	58%	63	23	27%	18%
GYMNASTICS/TUMBLING	146	26	172	198	\$26,401.57	\$31,517.28	\$5,115.71	\$13,682.20	16%	46%	25	6	24%	27%
GENERAL ATHLETICS	928	624	1552	1362	\$55,030.28	\$91,627.11	\$36,596.83	\$32,205.12	40%	38%	83	28	25%	24%
ADULT LEAGUES	36	113	149	120	\$5,040.00	\$9,897.50	\$4,857.50	\$2,362.50	49%	32%	7	3	30%	0%
ALL STAR SPORTS	434	48	482	451	\$33,374.00	\$40,807.51	\$7,433.51	\$14,889.80	18%	32%	44	37	46%	38%
TODDLER CLASSES	145	26	171	215	\$9,293.94	\$13,489.60	\$4,195.66	\$5,496.38	31%	36%	25	27	52%	51%
MARTIAL ARTS	155	20	175	142	\$10,175.90	\$15,459.45	\$5,283.55	\$4,333.65	34%	30%	33	16	33%	32%
YOUTH PROGRAMS	111	3	114	158	\$4,590.08	\$6,446.91	\$1,856.83	\$2,777.43	29%	34%	27	48	64%	47%
ADULT/FAMILY	95	14	109	48	\$2,253.86	\$3,747.91	\$1,494.05	\$1,074.36	40%	45%	36	69	66%	56%
CULTURAL ARTS	164	10	174	892	\$9,239.00	\$18,992.00	\$9,753.00	\$10,814.00	51%	57%	6	2	25%	67%
SENIORS	391	30	421	581	\$3,688.70	\$4,607.33	\$918.63	\$1,269.66	20%	32%	10	9	47%	20%
DAY OFF TRIPS AND CAMPS	124	0	124	422	\$2,092.41	\$3,715.00	\$1,622.59	\$2,909.74	44%	26%	9	35	80%	0%
Totals	3613	1055	4668	5651	\$200,980.99	\$312,672.38	\$111,691.39	\$133,578.39	36%	41%	407	327	45%	34%

Summary		2020	2019
Total Programs Offered:		743	627
Total Programs Held:		414	420
Total Participants:		6,950	7,714
Total Expenses:		\$226,763.05	\$214,330.34
Total Revenue:		\$353,815.98	\$362,183.25
Operating Net Gain:		\$127,052.93	\$147,852.91

**GENEVA PARK DISTRICT
RECREATION DEPARTMENT
2019-2020 YEARLY GOALS**

C=Complete Inc=Incomplete PC=Partially Complete O=Ongoing

PERSONNEL

- Continue to assess full-time recreation staff's responsibilities to be the most effective and efficient as possible O
- Continue to evaluate and adjust hourly wages for all part-time employees O

GENERAL PROGRAMMING

- Continue with successful programming at Friendship Station Preschool, including the implementation of a new full-day option for 3 year old students C/O
- Consider preschool before and after school care Inc/O
- Increase offerings of evening/weekend programs in all areas as seen through the Community Survey C/O
- Analyze all program areas to compare fee structure PC/O
- Increase teen programming through offering a new variety of programs PC/O
- Introduce an elite theater company to Playhouse 38 C
- Continue to increase recreational opportunities for seniors/adults of all ages PC/O
- Prepare promotional plans for program areas that are new or struggling PC/O
- Assess viability of all programs, maximizing registration revenue while minimizing expenses O
- Increase rentals and sponsorship opportunities for Playhouse 38 Inc
- Continue offering "Demo Days" for struggling program areas PC
- Evaluate fee structure associated with Contracted programs O
- Introduce more technology and STEM based programming for youth/toddlers C/O
- Offer cooking classes geared towards adults PC
- Investigate drop-in programs for fitness classes PC
- Make necessary adjustments to programs/events based on survey results O

- Re-develop and re-design Halloween Apocalypse to increase participation C

ATHLETICS

- Continue to develop and grow high school athletic leagues O
- Continue to evaluate and implement new athletic trends O
- Continue to design Athletic programs in line with non-competitive mission O
- Continue to develop and expand Super Shuffle and Harvest Hustle for increased participation PC/O
- Increase participation in adult athletic leagues (softball, volleyball, basketball) PC

SUNSET RACQUETBALL AND FITNESS CENTER/SPRC

- Develop continual sales/renewal campaigns throughout the entirety of the year C/O
- Meet or exceed previous years overall revenue PC
- Cross-train front office staffs at both facilities C/O
- Reduce staff hours at the front office, without sacrificing customer service C/O
- Increase Personal Training program in conjunction with new Nutrition Program PC
- Increase health and wellness program offerings PC/O
- Continue to investigate repairs to the racquetball court, HVAC, and roof at Sunset Community Center PC
- Increase program offerings in the functional fitness studio PC/O
- Evaluate corporate membership structure and prepare/implement presentations to local businesses PC/O
- Continue to research available efficiencies through the use of Rec Trac O
- Introduce hand dryers in public restrooms and fitness center locker rooms Inc

STONE CREEK MINI GOLF COURSE

- Add a new amenity to one hole or a course upgrade each year O
- Track concessions inventory utilizing available software through Rec Trac while also implementing new Point of Sale system PC/O
- Increase concession sales through expanded options PC/O

- Increase daily usage through expanding marketing avenues C/O
- Introduce new special events and continued disc golf tournaments PC
- Continue research and plan for the replacement of the mini golf hut O
- Research and implement methods to revitalize and/or add special events at Stone Creek PC/O

SUNSET POOL/MILL CREEK POOL

- Conduct survey of general use patrons to investigate satisfaction with present operations as well as to survey patrons regarding future expansion needs C/O
- Increase pool pass sales through additional marketing efforts O
- Increase pool pass daily admission sales through additional marketing O
- Successfully pass all Starguard lifeguard audits throughout the summer C/O
- Continue to train managers to better supervise entire pool operation including maintenance, concession and front desk C/O
- Economize pool staff budget when applicable PC/O
- Regularly review pool budget to meet budget goals for the year PC/O
- Implement ADA Standards as defined in ADA Audit including the addition of a lift at Mill Creek Pool C/O
- Track concessions inventory utilizing available software through Rec Trac while also implementing new Point of Sale system PC/O
- Implement checklists to insure proper standards are being met in terms of cleanliness and payroll tracking C/O
- Increase overall top box scores from user surveys C/O
- Continue to research and plan for updated locker rooms, to include family restrooms, at Sunset Pool PC/O
- Introduce monthly newsletter outlining special events and educational messages C

MOORE PARK SPRAY GROUND

- Monitor and reduce over-time hours by utilizing multiple staff members to open/close spray ground on a daily basis C/O

ACTIVE OLDER ADULTS/GENERAL TRIPS

- Monitor supervisor/participant ratios for salary savings and improved bottom line C
- Research the viability of continuing to offer trips and make a recommendation for future plans C

SAFETY PROGRAM

- Implement quarterly online PDRMA courses for recreation staff O
- Successful completion of all safety audits O
- Incorporate PDRMA trainings into front office monthly meetings C/O
- Continue research and implementation of Threat Management training C/O
- Incorporate additional trainings and tracking measures in preparation for the 2023 PDRMA Review O

STAFF TRAINING

- Re-structure recreation staff meetings to better utilize time, and incorporate additional trainings O
- Coordinate staff training topics to be included in meetings quarterly. Subjects could include customer service, time management, personal growth, etc. O
- Complete an onboarding/offboarding program for staff PC/O
- Continue training on Rec Trac as more efficiencies are found throughout use O
- Continue to encourage staff to seek outside continuing education opportunities O

CAPITAL IMPROVEMENTS

- All baseball/softball fields put on rotation to be laser graded every two(2) years (1/2 of the fields per year for 2 years) O
- Complete the second phase of HVAC/Roof at Sunset Community Center C
- Continue the research and planning for the replacement of the Stone Creek Mini Golf Hut O

MARKETING AND COMMUNICATIONS

- Implement year-long marketing plan/campaign to exceed budget projections for both fitness centers PC/O
- Continue to streamline sponsorship efforts to fully realize sponsor potential PC/O
- Utilize Part-Time Coordinator to maximize advertising, marketing, social media, brochure and internal marketing assistance efficiencies C/O

- Continue to brand and make marketing recommendations in regards to BestLife Fitness O
- Research the feasibility of introducing a mobile app C

**GENEVA PARK DISTRICT
RECREATION DEPARTMENT
2020-2021 YEARLY GOALS**

PERSONNEL

- Continue to assess full-time recreation staff's responsibilities to be the most effective and efficient as possible
- Continue to evaluate and adjust hourly wages for all part-time employees

GENERAL PROGRAMMING

- Continue with successful programming at Friendship Station Preschool, including the implementation of a new full-day option for 3 year old students
- Consider preschool before and after school care
- Consider continued virtual programming options
- Introduce new paperless registration procedures
- Participate in cost recovery educational classes/seminars and adjust as it relates to new class maximums
- Redevelop process for program/facility surveys
- Increase program offerings for teens, adults, and seniors
- Increase offerings of evening/weekend programs in all areas
- Analyze all program areas to compare fee structure
- Plan and execute summer camps within different limitations
- Reduce expenditures as it relates to lowered participant maximums
- Increase fitness program participation
- Prepare promotional plans for program areas that are new or struggling
- Increase rentals and sponsorship opportunities for Playhouse 38
- Analyze and consider restructuring the scholarship program
- Introduce more technology and STEM based programming for youth/toddlers

ATHLETICS

- Continue to develop and grow high school athletic leagues

- Continue to grow pickleball through lessons and leagues
- Continue to design Athletic programs in line with non-competitive mission
- Continue to develop and expand Super Shuffle and Harvest Hustle for increased participation
- Increase participation in adult athletic leagues (softball, volleyball, basketball)

SUNSET RACQUETBALL AND FITNESS CENTER/SPRC

- Develop continual sales/renewal campaigns throughout the entirety of the year
- Plan and execute additional retention programs for existing members
- Plan and execute a re-opening strategy
- Reduce staff hours at the front office, without sacrificing customer service
- Increase Personal Training program in conjunction with new Nutrition Program
- Consider launching Fitness on Demand
- Increase program offerings in the functional fitness studio
- Develop new BestLife Fitness newsletter
- Introduce hand dryers in public restrooms and fitness center locker rooms

STONE CREEK MINI GOLF COURSE

- Add a new amenity to one hole or a course upgrade each year
- Introduce an online tee reservation system
- Plan and execute a re-opening strategy
- Increase daily usage through expanding marketing avenues
- Introduce new special events and continued disc golf tournaments
- Continue research and plan for the replacement of the mini golf hut

SUNSET POOL/MILL CREEK POOL

- Conduct survey of general use patrons to investigate satisfaction with present operations as well as to survey patrons regarding future expansion needs

- Plan and execute a re-opening strategy
- Successfully pass all Starguard lifeguard audits throughout the summer
- Continue to train managers to better supervise entire pool operation including maintenance, concession and front desk
- Economize pool budget when applicable
- Regularly review pool budget to meet budget goals for the year
- Implement checklists to insure proper standards are being met in terms of cleanliness and payroll tracking
- Increase overall top box scores from user surveys
- Continue to research and plan for updated locker rooms, to include family restrooms, at Sunset Pool

ACTIVE OLDER ADULTS/GENERAL TRIPS

- Monitor supervisor/participant ratios for salary savings and improved bottom line
- Research the viability of continuing to offer trips and make a recommendation for future plans

SAFETY PROGRAM

- Implement quarterly online PDRMA courses for recreation staff
- Research and implement heightened cleanliness and sanitization methods throughout the district
- Successful completion of all safety audits
- Adhere to new guidelines as dictated by the CDC and IDPH
- Incorporate PDRMA trainings into front office monthly meetings
- Continue research and implementation of Threat Management training
- Incorporate additional trainings and tracking measures in preparation for the 2023 PDRMA Review

STAFF TRAINING

- Re-structure recreation staff meetings to better utilize time, and incorporate additional trainings

- Coordinate staff training topics to be included in meetings quarterly. Subjects could include customer service, time management, personal growth, etc.
- Continue training on Rec Trac as more efficiencies are found throughout use
- Continue to encourage staff to seek outside continuing education opportunities

CAPITAL IMPROVEMENTS

- All baseball/softball fields put on rotation to be laser graded every two(2) years (1/2 of the fields per year for 2 years)
- Replace the entrance sign at Sunset Community Center
- Continue the research and planning for the replacement of the Stone Creek Mini Golf Hut

MARKETING AND COMMUNICATIONS

- Implement year-long marketing plan/campaign to exceed budget projections for both fitness centers
- Continue to streamline sponsorship efforts to fully realize sponsor potential
- Utilize Part-Time Coordinator to maximize advertising, marketing, social media, brochure and internal marketing assistance efficiencies
- Continue to brand and make marketing recommendations in regards to BestLife Fitness