

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
February 15, 2021
7:00 p.m.**

CALL TO ORDER

Vice President Frankenthal called the meeting to order at 7:12 p.m.

ROLL CALL

Vice President Frankenthal called for the roll. Vice President John Frankenthal (remote), Commissioner Pat Lenski (remote) and Commissioner Jay Moffat (remote) all answered present. Commissioner Bre Cullen was absent. President Susan VanderVeen joined (via telephone) at 7:19 p.m.

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, and Supt. of Finance & Personnel Christy Powell.

Press: None

Guests: None

ADOPT TEMPORARY PUBLIC COMMENT RULES

Vice President Frankenthal 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. Commissioner Lenski seconded. A roll call vote was taken. Cullen-absent, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-absent. Three ayes. Two absent. Motion carried.

HEARING OF GUESTS

None

READING OF MINUTES

Commissioner Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of January 18, 2021 and the minutes from the Public Hearing Meeting of January 18, 2021 as presented. Commissioner Lenski seconded. A roll call vote was taken. Cullen-absent, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-absent. Three ayes. Two absent. Motion carried.

CLAIMS AND ACCOUNTS

Commissioner Moffat made a motion to approve the claims and accounts as presented. Commissioner Lenski seconded. A roll call vote was taken. Cullen-absent, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-absent. Three ayes. Two absent. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Powell reviewed the January financial reports. Ms. Powell reported the blended rate on investments is currently at 0.53%. The District's CD's are maturing with the next one set to roll off this month. Ms. Powell stated that the District continues to look for new higher yielding CD's as they become available. Ms. Powell stated that we are on target with being 75% through the budget year. The District remains on track with the COVID projections that were presented to the Board last month. Ms. Powell stated the Consumer Price Index (CPI) for the 2020 calendar year was released at 1.4%. This rate will be used to determine the growth in our 2021 tax levy, which is received in budget year 2022-2023. Commissioner Moffat made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Lenski seconded. A roll call vote was taken. Cullen-absent, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-absent. Three ayes. Two absent. Motion carried.

APPROVAL OF THE AGENDA

Commissioner Moffat made a motion to approve the agenda as presented. Commissioner Lenski seconded. A roll call vote was taken. Cullen-absent, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-absent. Three ayes. Two absent. Motion carried.

CORRESPONDENCE

Executive Director Lambillotte stated the correspondence was included electronically for the Board to review.

OLD BUSINESS

LIMITED BOND ORDINANCE #2021-02

The sale of the #2021-02 limited bonds of \$1.7m will finalize today, Monday, February 15, 2021. The District is purchasing its own bonds at a rate of 0.77%. The bond sale award information and term sheet provided by Aaron Gold from Speer Financial were shared with the Board. Possible capital projects include: building improvements, parking lot repairs, park trail improvements, tennis court improvements, playground & equipment replacement, vehicles & equipment, etc. Commissioner Moffat made a motion to approve the Limited Bond Ordinance #2021-02 as presented. Commissioner Lenski seconded. A roll call vote was taken. Cullen-absent, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. Four ayes. One absent. Motion carried.

TAX ABATEMENT ORDINANCE #2021-03 (SERIES 2014)

Supt. of Personnel & Finance Powell stated the tax levy associated with the Alternative Revenue Bond must be abated annually. The tax levy for Series 2014 must be abated annually as these bonds are paid from the General and Recreation Funds. The Abatement Ordinance must be filed with Kane County by March 1. Commissioner Lenski made a motion to approve the Tax Abatement Ordinance #2021-03 for Series 2014 Bond Issue. Commissioner Moffat seconded. A roll call vote was taken. Cullen-absent, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. Four ayes. One absent. Motion carried.

COMMUNICATIONS

Staff virtually attended the IPRA/IAPD Conference at the end of January and brought back a number of ideas to incorporate into the operations of the District. Virtual sessions are available for review through March.

With Illinois moving to Phase 4, this has allowed for more flexibility with programming and an increase in capacity within our facilities. Originally Phase 4 allowed for masks to be removed while engaging in physical activity, that has since been retracted and face masks are again required at all times.

A ribbon cutting ceremony for Peck North Trail is scheduled for April 24th. An Earth Day celebration and a tree planting event will also be incorporated that day. All pertinent constituents along with all of our legislators will be invited to attend.

The Winding Creek subdivision project, at the intersection of McKee and Deerpath Roads, is back on track. A new developer has stepped in and is hoping to work with the Park District to develop a park within the subdivision possibly using land/cash donations. The park is similar in size and scope to the previous plan.

Meetings continue in the planning of the Wine, Cheese and Trees event which will be held virtually on February 27th. Board members are encouraged and invited to attend.

FUTURE MEETINGS

Personnel & Policy Committee Meeting (Bre Cullen & Susan VanderVeen)	March 11, 2021	11:00 AM
Regular Scheduled Meeting	March 15, 2021	7:00 PM
Regular Scheduled Foundation Meeting	March 23, 2021	7:00 PM

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks and Properties Culp reviewed his report. Staff is busy cleaning up after several snow/ice events over the past few weeks. Pretreatment has helped aid in the snow removal process along with reducing the amount of salt usage by 50% compared to last year. The mold remediation is complete in the Peck basement. A drain tile system and a dehumidifier have been installed in the basement to prevent water infiltration and to prevent further mold issues. Vice President Frankenthal asked if there are any concerns with the air quality in the Peck House. Supt. Culp stated that air sampling has been conducted and the air quality is safe now that the mold remediation is complete. Staff continues to monitor rinks with the recent temperature changes and weather conditions. Users are on the ice rinks daily despite the cold and frigid temperatures. Two projects are currently out to bid and will be presented at the March Board Meeting. Those bids include Parks Mowing and the Spring Landscape Cleanup.

SUPERINTENDENT OF RECREATION

Supt. of Recreation Vickers reviewed her report. January is an extremely busy month for staff, planning for spring and summer brochure programs, staff evaluations and facility/program budgets. The Spring brochure will be released exclusively online at the end of February with resident registration beginning March 9th. A separate Aquatics notification will be released after further safety measures and guidance is issued from the Illinois Department of Public Health. Kane County was able to move into Phase 4 of the Restore Illinois Plan. Phase 4 allows for increased capacities and more flexibility as it relates to athletics. Phase 4 originally allowed participants to remove face masks while engaging in physical activity, this has now been retracted and the face covering rules have been implemented again. The Super Shuffle held its 11th annual event with both in-person and virtual options this year on February 7th with over 150 participants despite the frigid temperatures. Staff did a remarkable job ensuring safe conditions for participants and staff. BestLife Fitness has seen an increase in foot traffic of 10-20% in January as compared to December. Peck Farm Park house has re-opened to the public and some new creatures have been introduced to the discovery room. Preparations for seasonal facilities are underway including Stone Creek Miniature Golf, Sunset and Mill Creek Pools, and the Butterfly House.

NEW BUSINESS

POLICY MANUAL UPDATES

Executive Director Lambillotte stated that as a matter of housekeeping, department heads & staff have all reviewed the following to include more accurate information of current procedures: Tennis Court Usage, Volunteer/Coaches and Preschool. Vice President Frankenthal asked if the Tennis Courts are locked during the winter months. Executive Director Lambillotte stated that the courts remain unlocked as participants use them all year long as weather permits. After some discussion, Commissioner Moffat made a motion to approve the Tennis Court Usage, Volunteer/Coaches and Preschool manuals with a few minor changes. Commissioner Lenski seconded. A roll call vote was taken. Cullen-absent, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. Four ayes. One absent. Motion carried.

MARKETING PROPOSAL

Supt. Vickers reviewed the marketing proposal, details and the letter of agreement for contractual marketing services with the firm Public Communications Incorporated. Staff has done extensive research on their firm and feel they will bring the District valuable and broad marketing experience. PCI, Inc., has done excellent work for many other Districts and municipalities in the area. Commissioner Moffat made a motion to approve PCI, Inc., for contractual marketing services for a period of one year commencing on February 16th not to exceed \$86,000. Commissioner Lenski seconded. A roll call vote was taken. Cullen-absent, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. Four ayes. One absent. Motion carried.

EXECUTIVE SESSION

None

ADJOURN

Commissioner Moffat made a motion to adjourn the meeting at 7:49 p.m. Commissioner Lenski seconded. A roll call vote was taken. Cullen-absent, Frankenthal-aye, Lenski-aye, Moffat-aye, VanderVeen-aye. Four ayes. One absent. Motion carried.

Secretary, Board of Commissioners
Geneva Park District

Submitted By: Sheavoun Lambillotte/Brynn Pattermann