

GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES

June 21, 2021

7:00 p.m.

CALL TO ORDER

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

ROLL CALL

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

Staff members present were Executive Director Sheavoun Lambillotte, Administrative Assistant Brynn Pattermann, Supt. of Recreation Nicole Vickers, Supt. of Finance & Personnel Christy Powell, Aquatics & Recreation Supervisor Joey Kalwat, Recreation Supervisor Beth Keen and Recreation Intern Joe Mahon.

Guests: None

Press: None

HEARING OF GUESTS

Executive Director Lambillotte, staff members, and the Board congratulated and thanked Recreation Supervisor Beth Keen for 25 years of dedicated service. Ms. Lambillotte added that her loyalty to the Geneva Park District and its residents is outstanding. Recreation Supervisor Beth Keen thanked the Board and staff for the opportunity and continued support throughout the years.

READING OF MINUTES

Commissioner Lenski made a motion to approve the minutes from the Public Hearing Meeting, Regular Scheduled Meeting and Annual Meeting of May 17, 2021 as presented. Commissioner VanderVeen seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Commissioner Lenski 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

Supt. of Finance & Personnel Christy Powell reviewed her report. The blended rate is down due to recent investments rolling off. This is the first month of the new fiscal year. The District has received a small real estate tax distribution in May with the larger first installment payment anticipated to be received later this month. Ms. Powell added that an increase in our banking fees is anticipated in the upcoming months. The District has not seen a change or increase in our fees since 2013. Ms. Powell added that the District has reached out to other banks to compare fees. After some discussion, Commissioner VanderVeen made a motion to approve the Treasurer's Report and Supt. of Finance's Report as presented. Commissioner Lenski seconded. All ayes. Motion carried.

Executive Director Lambillotte stated that before we move forward with approving the Agenda, the Recreation Department would like to introduce a new member to their team. Superintendent of Recreation Vickers introduced Joe Mahon as the new Recreation Intern. She added that this is the first internship that the District has offered. Commissioner Lenski inquired about the program and asked where we advertise the opportunity. Supt. Vickers stated that the District posted the Internship opportunity online the same way we post current job openings, staff reached out to Universities, and we also utilized IPRA to post the Internship.

Commissioner Lenski and Vice President Moffat noted how great it is that the District is offering this Internship.

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

Executive Director Lambillotte noted correspondence was included electronically in the packet for review. Included were pictures of Terney Park's playground equipment that was repurposed and installed in Kenya for children to utilize with help from Kid's Around the World. Board members suggested sharing the story and pictures on our website or online to share with the community. Executive Director Lambillotte stated that staff will work with our Marketing Firm to get this information out to the community.

OLD BUSINESS

PETERSON PROPERTY UPDATE

Executive Director Lambillotte reported that Rick Peterson informed the District that he will be vacating the property sooner than expected. Originally, that date was set for 2024 but the seller has decided to vacate by the end of August this year. The District is presently preparing the final documents necessary to take title and assume all rights to the property. Staff walked through the property with Mr. Peterson and recommends for the time being that we demolish the house and the three small green structures on the property and keep the two barns. The barns are in very good shape and can be repurposed for our needs. With this new development, the Board should begin considering how and when they would like to develop this property. With the popularity of pickleball, one suggestion would be to install a couple courts on the property since it is located away from residential areas and would help with noise that is associated when playing the game. After some discussion, Board members agreed staff should move forward with investigating the process and cost of demolition. Additionally, staff will reach out to our police and fire departments to see if they would like to use any of the structures we are taking down for training.

COMMUNICATIONS

The State of Illinois has moved into Phase 5! Executive Director Lambillotte stated that Supt. of Recreation Vickers will report in greater detail later in the meeting.

Our kick off meeting for the start of the ADA transition plan will take place the week of July 19th.

On June 13th, a 25th anniversary celebration was held at River Park to recognize Mary Zaander, Sharon Jones, and the volunteer committee formed to bring the park from concept to reality. Staff attended and it was a nice tribute on a gorgeous day.

Our \$100,000 grant from the State of Illinois for the drainage project at Island Park has been secured. We are in anticipation of executing the contract with Engineering Resource Associates, Inc. (ERA) for engineering services to prepare bid documents for the project.

The Park staff continues to work very hard at maintaining our highly utilized parks this summer as well as moving forward with all the typical summer preparations. Staff has put in additional hours watering due to the extreme heat and draught that we have been experiencing.

A meeting was held with Upland Design to review proposed plans for a small playground at the Peck ballfields in cooperation with the Geneva Park District Foundation. Plans will be reviewed later in the meeting.

Work continues on our Distinguished Agency review. We hope to have our formal review in September, with accreditation being awarded to the District at the IPRA Conference in January 2022.

Enclosed in your packet is the board calendar including important meeting, event and continuing education dates.

Commissioner Lenski inquired about Jerry Culp resigning from his position as Superintendent of Parks & Properties. Executive Director Lambillotte stated that the Board can make a motion to add Personnel to the discussion when moving into Executive Session and discuss in further detail.

FUTURE MEETINGS

Foundation Meeting-Autumn Fair	June 22, 2021	7:00 PM
Regular Scheduled Meeting	July 19, 2021	7:00 PM
Regular Foundation Meeting	July 20, 2021	7:00 PM

STAFF REPORTS

SUPERINTENDENT OF RECREATION

Supt. of Recreation Nicole Vickers reviewed her report. All summer programs are in full swing. Swim lessons and camp participation is strong. Last year the first week of traditional camp had a total of 159, this year staff gladly welcomed 279 campers! Peck Farm Park had over 60 unique campers join in on the fun the first week of the season. With the state of Illinois moving into Phase 5, any individual who is vaccinated is no longer required to wear a mask. We continue to ask all unvaccinated individuals to wear a mask while indoors. Children under the age of 12 do not need to wear a mask in an outdoor setting, however, due to being unvaccinated must wear a face covering while participating indoors. Any staff member working with kids are also required to wear masks. After careful consideration and realizing the state of Illinois would be entering Phase 5 on June 11th, staff released limited amount of pool passes for residents only, which sold out in 4 minutes. Sunset pool opened on May 29th and Mill Creek pool opened on June 5th. Both pools underwent an Audit and received a 5-Star award, which is the highest award given. The first Movie in the Park was held on June 3rd at Moore Park. The first Park Cook-Out is tomorrow at Hathaway Park. Peck Farm Park remains extremely busy with much foot traffic. Gift shop sales are close to reaching the fiscal year budget, which is a direct result of increased concession offerings, most notably ice cream. The Butterfly House opened for the season with a release party that had over 200 participants, while the month of May had a total of 2,195 visitors. Donations and visitation are comparable to the numbers from 2019. The racquetball court at Sunset Community Center is now open. Mini Golf is up 500 participants and \$4,000 revenue from 2019. BestLife Fitness usage, memberships, and revenue and expenses at both fitness centers were discussed.

SUPERINTENDENT OF PARKS AND PROPERTIES

Assistant Supt. of Parks & Properties Mandy Morgan reviewed her report. Mowing has slowed down due to the lack of rain. Crews have been redirected to trimming out edges, beds and pruning branches that are low and in the way of mowers. Contracted spring landscape cleanup is complete. The irrigation system on the large quad beds at Wheeler Park has been fixed and updated, alleviating hours of manpower. Six memorial trees have been planted throughout our parks. Playgrounds have been replenished with over 320 yards of mulch. Drinking fountains have been turned on. Staff hosted a Surplus Plant Sale that was well attended, raising just over \$4,000. President Frankenthal asked if there is a class on canning. Executive Director Lambillotte stated that the District will look into offering a canning class. Ms. Lambillotte added that staff is working on offering a pollinator class in conjunction with a community gardening class. Baseball season is winding down. Staff has been busy prepping and performing maintenance on fields. Staff are striping soccer fields weekly at Burgess and Moore Park. Annual RPZ (back flow preventer) testing is complete throughout the District and all passed. Staff completed pool and splash pad start up for the season including starting the pumps and filling both pools. The air conditioning unit was replaced in the Peck Farmhouse. The Sunset Recreation Center roof-top unit #8 was repaired. All of the features at the Moore Park Sprayground have been painted. Staff continues spraying invasive plants and are watering the Peck North Savannah trees that were planted on Earth Day. Commissioner Lenski asked for more information about how the District responds to posts on different Social Media platforms. Executive Director Lambillotte noted that the District monitors

posts and messages and is very careful and cautious to post accurate information and respond accordingly. The District will continue to monitor and comment when necessary.

NEW BUSINESS

PLAYHOUSE 38 ANNUAL REPORT

Aquatics and Recreation Supervisor Joey Kalwat presented the annual Playhouse 38 report and recommendations. While in the midst of the COVID-19 global pandemic, fiscal year 2020-2021 brought many challenges to Playhouse 38. Staff persevered and were able to produce five full productions, as well as run several youth acting classes. The traditional production process was reimagined based upon current guidelines that were in place. Virtual rehearsals and performances were held, social distancing was maintained when in-person rehearsals resumed and a new ticketing system was implemented for productions. Mr. Kalwat also reviewed some of the past year's highlights. Commissioner Lenski made a motion to approve the annual report for Playhouse 38 and the recommendations contained within. President Frankenthal seconded. All ayes. Motion carried.

PECK FARM BALLFIELD CLIMBING STRUCTURE

Executive Director Lambillotte reviewed the proposed plans for the small playground the District is considering for the Peck ballfields. The cost estimate was also discussed. The Foundation has already raised \$30,000 for the completion of this project. Approximately \$40,000 in funding from the Park District would be needed for the installation. If all parties agree, staff anticipates going to bid and constructing the playground this fall. Board members reviewed the plans and shared their preferences. Commissioner Lenski suggested allowing the summer camp participants to select their favorite playground. After further discussion, Commissioner Lenski made a motion to move forward with funding the installation cost for the small playground, surveying campers for their choice of playground, eliminating Option D and selecting the top 3 spinner choices. Commissioner VanderVeen seconded. All ayes. Motion carried.

EXECUTIVE SESSION

Commissioner VanderVeen made a motion to enter into Executive Session for the purpose of Land Acquisition and Personnel discussion at 8:29 p.m. Commissioner Lenski seconded. All ayes. Motion carried.

The board returned from Executive Session at 9:22 p.m.

ADJOURN

Commissioner Lenski made a motion to adjourn the meeting at 9:22 p.m. Commissioner VanderVeen seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Brynn Pattermann