

**GENEVA PARK DISTRICT  
REGULAR SCHEDULED MEETING MINUTES  
July 19, 2021  
7:00 p.m.**

**CALL TO ORDER**

Vice President Moffat called the meeting to order at 7:07 p.m.

**ROLL CALL**

Vice President Moffat called for the roll. Commissioner Lenski and Vice President Moffat both answered present. President Frankenthal and Commissioner VanderVeen both answered present via telephone call. Commissioner Cullen was absent.

Staff members present were Executive Director Sheavoun Lambillotte, Administrative Assistant Brynn Pattermann, Supt. of Recreation Nicole Vickers, Supt. of Parks & Properties Carl Gorra, Supt. of Finance & Personnel Christy Powell, Assistant Supt. of Parks & Properties Mandy Morgan, SPRC Facility Manager Sandy Harris and Sunset Community Center Facility Manager Jim Huetson.

Press: None

Guests: None

**HEARING OF GUESTS**

None

**READING OF MINUTES**

President Frankenthal made a motion to approve the minutes from the Regular Scheduled Meeting of June 21, 2021 as presented. Commissioner Lenski seconded. All ayes. Motion carried.

**CLAIMS AND ACCOUNTS**

President Frankenthal made a motion to approve the claims and accounts as presented. Commissioner Lenski seconded. All ayes. Motion carried.

**TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT**

Supt. of Finance & Personnel Powell reviewed the June financial reports. Ms. Powell stated that we are 17% of the way through the fiscal year. We received the first installment of real estate taxes in June. The second installment of real estate taxes should be received in September. She reviewed our Quarterly Debt Service Report and the 1<sup>st</sup> quarter unemployment report which has an amount due of \$8,000. The Federal Government will pay 50% and we will pay the other 50%. Ms. Powell added that we will accrue the amount back to last fiscal year. In August, the Annual Audit Transfer will be brought to the Board for review. Commissioner Lenski made a motion to approve the Treasurer's Report and Supt. of Finance Report as presented. President Frankenthal seconded. All ayes. Motion carried.

**APPROVAL OF THE AGENDA**

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

**CORRESPONDENCE**

Executive Director Lambillotte read a letter aloud that complimented staff and the beautiful back drop that Island Park provided for Shakespeare in the Park. Another letter with concerns about the condition of Wheeler Park from an anonymous resident was discussed. Staff has begun to address some of the concerns and is going to meet with a turf expert in regards to the worn areas at Wheeler. Board members mentioned that they wish they knew who the letter came from in order to reach out personally to discuss the resident's concerns in further detail.

OLD BUSINESS

PECK FARM BALLFIELD CLIMBING STRUCTURE

As directed by the Park District Board, and in cooperation with the Geneva Park District Foundation Board, staff polled over 500 children here in Geneva to vote on their favorite playground design for the Peck Farm Ballfields. Playground C was the overwhelming choice with the comet spinner being included as well. With the survey that was sent out via social media to vote on the playground preference, came a number of requests for the District to consider more inclusive playground features and perhaps an all-inclusive playground similar to some they have seen in neighboring communities. President Frankenthal asked for clarification on the term “all-inclusive” and what that meant. Executive Director Lambillotte explained that an inclusive playground consists of a different play surfacing such as a poured in place verses fibar and also play features that persons with disabilities can utilize. Ms. Lambillotte went into detail about the safety and the costs associated with each. After some discussion, staff will look into investigating more inclusive play features and designs into one of our future playground replacements. Staff will begin the process to go out to bid for the Peck Farm Ballfield climbing structure project with hopes to begin the construction yet this fall. Executive Director Lambillotte acknowledged and thanked the Foundation for their generous donation for this project.

COMMUNICATIONS

Executive Director Lambillotte welcomed Carl Gorra to the Park District team. Carl comes to the District with close to 20 years’ experience working for the Naperville Park District. Supt. of Parks & Properties Gorra thanked the Board and staff for the opportunity and shared some information about his background.

A meeting is scheduled this week for the start of the ADA transition plan.

As we have transitioned into Phase 5, staff are working with many of our constituents on the rules that remain in place. Most notably, the mask mandate for children 12 and under.

The Concerts in the Park have gotten off to a rough start with rain looming in the forecast on the last two Wednesdays when concerts were scheduled. One was cancelled and one proceeded with the threat of rain. Despite the questionable weather, there was a large crowd for the event.

Staff continues to work with Rick Peterson on the final transfer and possession of the Peterson property which we hope to conclude in September.

Negotiations continue with the developers of the Landmeier Farm for a possible 5-acre park site.

Staff has executed the contract with Engineering Resources Associates, Inc. (ERA) for engineering services for the Island Park Drainage Project. ERA is in the process of preparing renderings and staff is preparing to go out to bid soon.

Staff continues to work on our Distinguished Agency Review and plans for formal review in September.

FUTURE MEETINGS

GPD Foundation Meeting	July 20, 2021	7:00 PM
Regular Scheduled Board Meeting	August 16, 2021	7:00 PM at Peck Farm Park Orientation Barn

STAFF REPORTS

SUPERINTENDENT OF PARKS AND PROPERTIES REPORT

Supt. of Parks & Properties Gorra reviewed his report. Staff is in the process of hiring a couple full-time positions as well as a few seasonal positions. Asphalt paving and seal coating bids are being prepared with bid opening scheduled in August. Quotes are being secured for a large tree removal and trimming. Our mechanic is being cross-trained on pool maintenance. Mum cuttings have arrived and are being grown in preparation for Fall events and fall plantings throughout our parks. Perennials have been moved out of the greenhouse and into landscape beds. Staff continues to monitor the pools daily which includes checking pool chemicals, filter pressures and flow meters. Daily baseball and

softball field preps are winding down. Staff are addressing more time-consuming tasks and larger scale ballfield repairs. Staff attended a recent training on use of a laser grader which will aid in restoring infields. Sunken pavers are being reset by the picnic shelter at Peck Farm along with a worn handle being replaced on the water pump at Hawks Hollow. A contractor has been selected to paint the pavilion at Island Park. After some discussion, the new color scheme was selected. Staff continues to work on invasive removals at Peck Farm.

#### SUPERINTENDENT OF RECREATION REPORT

Supt. of Recreation Vickers reviewed her report. She stated two reports from her Recreation team will be shared later in the meeting. The Fall Brochure is out to print. Summer events continue to be successful, most notably the 3-on-3 tournament held at SPRC in honor of Swedish Days. The first concert of the season was cancelled due to the band deciding not to play because of weather. Camps are in full swing with Peck Farm Park having a record year for camp enrollment. Peck Farm has also hosted a variety of one-day events which have proven to be extremely popular. The Community Gardens are up approximately 20 plots from last year. Playhouse 38 is currently in rehearsal for the 2-casted production of Moana and will take stage the weekends of July 30<sup>th</sup> and August 6<sup>th</sup>. Both fitness centers have rearranged the fitness equipment back to pre-pandemic standards which has allowed for additional programming space. The Butterfly House remains popular with nearly 5,700 visitors in the month of June. The pool received its 2<sup>nd</sup> 5-Star Audit this year! Mini Golf remains popular and participation is comparable to pre-pandemic numbers. BestLife Fitness usage, memberships, and revenue and expenses at both fitness centers were discussed.

#### NEW BUSINESS

##### SUNSET COMMUNITY CENTER ANNUAL REPORT

Facility Manager of Sunset Community Center Jim Huetson reviewed the SCC annual report and reminded the Board that from March 14<sup>th</sup> through June 28<sup>th</sup> 2020, the facility was shut down to the public due to the COVID-19 pandemic. Mr. Huetson highlighted the breakdown of memberships, member & guest usage; court usage and finances. The racquetball courts were shut down and repurposed for additional fitness equipment usage. Personal training remains steady, staff is working on ways to improve in this area. Staff devised a series of campaigns designed to drive new membership sales. Recommendations were provided in the report and discussed. Vice President Moffat commented that researching how to offer an all-inclusive tier of membership is a great idea. President Frankenthal made a motion to approve the 2020-2021 Sunset Community Center Annual Report and the recommendations as presented. Commissioner Lenski seconded. All ayes. Motion carried.

##### STEPHEN D. PERSINGER RECREATION CENTER ANNUAL REPORT

Facility Manager Sandy Harris presented the Stephen D. Persinger Recreation Center Annual report and reminded the Board that from March 14<sup>th</sup> through June 28<sup>th</sup>, 2020, the facility was shut down to the public due to the COVID-19 pandemic. Mrs. Harris highlighted and reviewed memberships, facility finances, guest usage, fitness center usage, track passes, birthday parties, open gym, Kidz Korral, fitness center programs and adult athletic leagues. Both one-month memberships and youth memberships grew. Open gym and pickleball continues to see an increase in popularity each year. President Frankenthal made a motion to approve the 2020-2021 Stephen D. Persinger Recreation Center Annual Report and recommendations as presented. Commissioner Lenski seconded. All ayes. Motion carried.

#### ADJOURN

Commissioner Lenski made a motion to adjourn the meeting at 8:10 p.m. President Frankenthal seconded. All ayes. Motion carried.

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Secretary

Submitted By: Sheavoun Lambillotte / Brynn Pattermann