

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
November 15, 2021**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:01 p.m.

ROLL CALL

President Frankenthal called for the roll. Commissioner Cladis, Commissioner Lenski, Vice President Moffat and President Frankenthal all answered present. Commissioner Cullen was absent.

Staff members present were Executive Director Sheavoun Lambillotte, Administrative Assistant Brynn Pattermann, Supt. of Finance and Personnel Christy Powell, Supt. of Parks & Properties Carl Gorra, Supt. of Recreation Nicole Vickers and Assistant Supt. of Recreation Elliott Bortner.

Guests: Michelle Kelly from Upland Design, Emily Bagg, Rob Tate and Michael Queroz from PCI Marketing, Aaron Wauters and David Randa from Geneva Baseball, Lani Mergen and Jeanne McGowan.

Press: None

HEARING OF GUESTS

A resident asked for clarification about Scholarship Programs the Park District offers and the dollar amounts allocated to participants. Executive Director Lambillotte stated that staff will research the Scholarship Program funding and re-evaluate the amounts funded to participants. Aaron Wauters and David Randa are part of the Geneva Baseball Association and expressed their interest to work together and continue to collaborate with the Park District. Jeanne McGowan expressed her desire to work with the Park District to recreate a flower bed at Bricher Park that was removed due to the placement of the new playground that was installed in 2020. Executive Director Lambillotte stated that staff is working on implementing an area for gardening/planting in the spring.

READING OF MINUTES

Vice President Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of October 18, 2021, the Capital Improvement Planning Meeting of October 18, 2021 and the minutes from the Recreation Committee Meeting of November 8, 2021 as presented. Commissioner Cladis seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Vice President Moffat 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 and Personnel Powell reviewed the October Financial reports. Ms. Powell noted that the District is 50% through the fiscal year and on track. The investment rate is down slightly. The District is looking into obtaining CD's as the rates are coming back. Both real estate installments have been received. Commissioner Lenski made a motion to approve the Treasurer's Report and Supt. of Finance Report as presented. Commissioner Cladis seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA

Vice President Moffat made a motion to approve the agenda with the exception of moving the Dryden, Garden and Hathaway Park Plans under Old Business to be discussed before the PCI Marketing Update. Commissioner Lenski seconded. All ayes. Motion carried.

CORRESPONDENCE

None

OLD BUSINESS

DRYDEN, GARDEN AND HATHAWAY PARK PLANS

Michelle Kelly from Upland Design reviewed the redesign plans for Dryden, Garden and Hathaway Parks. Tentative playground design choices were also included for discussion. Public meetings are scheduled to review the playground designs at Hathaway and Dryden on December 1st and December 2nd at 6pm.

PCI MARKETING UPDATE

Supt. of Recreation Vickers welcomed members from PCI, our Marketing Firm. Michael Queroz, Rob Tate and Emily Bragg introduced themselves and presented a short presentation. They highlighted on some goals they have been working on. These goals include educating residents and key external partners about the vital role the Park District plays in building a healthier, more socially connected community; rebounding from COVID-19 revenue decreases and growing revenue through memberships, attendance and sponsorships; and engaging and inspiring more residents to live their best lives through the recreational offerings of the Park District. They reviewed some media and articles that have been published, social media strategies being used and website updates that have been implemented. Commissioner Moffat commented that he would like to see a greater print media presence for the District.

CAPITAL PLANNING MEETING REVIEW

Executive Director Lambillotte gave a general overview of the Capital Planning Meeting that took place on October 18, 2021. Upcoming future capital projects were reviewed. She highlighted multiple important projects as well as changes that have been made as a result of the Capital Planning Meeting. Ms. Lambillotte stated that the Capital Planning Minutes were also included in the packet which includes more detail. Staff will bring the Capital planning projects to the Board in January for approval.

TAX LEVY ORDINANCE #2021-07 (2nd Draft)

The second draft of the tax levy ordinance was presented at the November Board meeting and remains unchanged. The public hearing regarding the tax levy will be held at 7:00 p.m. on December 13th during the regularly scheduled board meeting. The legal notice for the meeting is published on December 1.

COMMUNICATIONS

Staff are in the process of updating our short and long-range goals and objectives with information gathered from our capital planning meeting as well as staff input. Staff will present a report to the Board in January.

Plans are being made for the GPD Foundation and the NRC to begin preparing a virtual version of the Wine, Cheese and Trees fundraising event for February of next year.

Staff have reviewed the condition of Sandholm Woods Park and feel it needs attention. Much of the present landscaping has not fared well and the existing gazebo is in very poor condition. Staff would like to submit a plan for board review that includes redesigning the maze, some additional landscaping and replacement of the gazebo to a new, more central location within the park.

The Geneva Baseball Association has requested that the Park District consider erecting permanent home run fencing at both Mill Creek Community Park baseball fields yet this fall. The Park District presently maintains 6 fields with permanent home run fencing and erects temporary home run fencing at a few locations as they are requested by GBA. The Park District has expended its \$25,000 budget allocation this year for GBA's priority one and two projects; renovation of the South Street south field, and a cooperative purchase of a piece of equipment to remove rocks from our infields. Therefore, it would be staff's recommendation that consideration of funds being allocated to home run fencing at Mill Creek be deferred to our next fiscal year. Staff would also recommend that the GBA fund at least 50% of the project as it benefits their program 100% and Park District programming 0%. Aaron Wauters and David Randa were present and shared additional information with staff and the Board about the fencing project. After some discussion, Geneva Baseball and the Park District will continue to work together on a plan in regards to how to proceed with the fencing project.

Staff have been keeping a close eye on federal vaccine mandates that may affect our District. If mandated, the Geneva Park District, having more than 100 employees would have to require all staff to be vaccinated or tested

each week. Non-vaccinated individuals would have additional mask guidelines as well. A full vaccination mandate is also an option but not one that staff would support at this time based on our already tenuous staff shortages. January 4th is slated as a proposed date to comply. Staff will keep the Board informed as more information is gathered and confirmed.

We are preparing to go to bid on the Island Park drainage project in November. We have received a \$100,000 grant to cover the majority of the cost of the project.

FUTURE MEETINGS

Dryden Park Playground Open House	December 1	6:00 P.M.
Hathaway Park Playground Open House	December 2	6:00 P.M.
Regular Scheduled Meeting	December 13	7:05 P.M.
Public Hearing – Tax Levy	December 13	7:00 P.M.
Foundation Regular Scheduled Meeting	January 25	7:00 P.M.

STAFF REPORTS

SUPERINTENDENT OF RECREATION

Supt. of Recreation Vickers reviewed her report. The winter brochure is slated to be released nearer the end of November with resident registration beginning December 7th. The Recreation Committee Meeting was held on November 8th. Escape the Mansion had the highest amount of attendance with 240 participants! Halloween Hayday was a great success with over 250 people in attendance. The Houl O’Ween Dog Parade took place successfully at Peck Farm Park with over 50 dogs participating in creative costumes. Plans are underway for the Polar Express. This event remains extremely popular and sold out the 1st day with 480 participants. Group travel through Metra has been approved with additional cars to accommodate for adequate social distancing. Aurelio’s will host the event and serve plated meals to participants. The Community Gardens have closed for the season and staff is working on winter maintenance projects. Plots for next year will go on sale in January and debut additional raised beds. Plans are in place to increase program offerings to gardeners next season. Peck Farm will be hosting 2 new events this upcoming holiday season including Gingerbread Barn Raising and Bagpipes & Bonfire. Birthday parties are increasing in popularity. The SPRC & SRFC membership & revenue figures for BestLife Fitness were reviewed.

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks & Properties Gorra reviewed his report. Parks has brought onboard two full time staff in the last month and anticipate two more openings before the end of the year. The cannons at Wheeler Park are over 100 years old and will need maintenance soon. The fertilization of high use areas and athletic fields has been complete. Staff is utilizing the greenhouse for work space to repair and repaint some of the Mini Golf features. One of the baseball infields at South Street is in the process of renovation and will be ready for spring next year with little prep needed. Staff will be installing turf covers this fall that will act as insulating blankets, providing a greenhouse effect underneath them during the winter months. The blankets will give fields a head start by allowing off season growth and repair. The Peck Farm Park Ballfield playground is well underway with a substantial completion date of November 19th. Soil evaluation is being conducted at Peck Athletic Fields and Mill Creek Community to determine suitability of the soil to support pickleball courts. Staff visited the Skate Park to complete a detailed assessment of its condition. To replace all the sheathing and skating surface components, staff expects to spend \$12,500 for materials only. We have seven features, the cost to completely replace the skating surfaces on all seven features would be \$80,000. Initial estimates for removal of the existing Skate Park and replacing it with concrete features would be in excess of \$200,000. Staff would recommend proceeding with essential repairs, and budget for replacement over the next couple fiscal years. Further discussion was had about repair options and replacement options. Staff is researching the possibility of installing solar power panels at Peck Farm Park. Staff will be working with local Xmas tree vendors in Geneva and offering to chip unsold trees to create mulch for our trees throughout the District.

RECREATION COMMITTEE MEETING REPORT

Supt. of Recreation Vickers reviewed the Recreation Committee Meeting report and recommendations. The Committee included board members Pat Lenski and Peter Cladis, as well as, all Recreation staff. She discussed the highlights of the spring and summer programs. The camp program had 2,881 participants. Separate reports

were presented with revenue and expenditure breakdowns for 2021 Spring & Summer programs, and 2021 Summer Day Camp. Recommendations were presented. Vice President Moffat made a motion to approve the Recreation Committee Report for spring and summer 2021 and recommendations for 2022 as presented. Commissioner Lenski seconded. All ayes. Motion carried.

EXECUTIVE SESSION

At 9:12 p.m. Vice President Moffat made a motion to go into Executive Session for the purpose of reviewing executive session minutes and Land Acquisition. Commissioner Lenski seconded. All ayes. Motion carried.

At 9:18 p.m. the Board returned to the Regular meeting from executive session. Commissioner Cladis made a motion to approve executive session minutes dated May 17, 2021; June 21, 2021 and October 18, 2021 as presented; and approve the release of executive session minutes dated March 17, 2021 and October 18, 2021 for public viewing and the disposal of tapes of previously released minutes 18 months and older. Commissioner Lenski seconded. All ayes. Motion carried.

ADJOURN

Commissioner Lenski made a motion to adjourn the meeting at 9:18 p.m. Vice President Moffat seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Brynn Pattermann