

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
December 13, 2021
7:05 p.m.**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:05 p.m.

ROLL CALL

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

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 and Aquatics & Facility Manager Joey Kalwat.

Press: None

Guests: None

HEARING OF GUESTS

None

READING OF MINUTES

Vice President Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of November 15, 2021 as presented. Commissioner Cullen 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

Superintendent of Finance & Personnel Powell reviewed the November financial reports & stated the blended investment rate is now at 14 basis points. Ms. Powell noted that there are 2 new CD's in the investment portfolio. The District is 58% through the fiscal year and on track. Ms. Powell stated that we have received 100% of the real estate taxes installment.

On November 6th, OSHA put forth an emergency temporary standard (ETS) mandating vaccination and testing in the workplace for employers with 100 employees or more. Shortly after, many states filed lawsuits challenging the mandate. At this point, the District no longer faces the January 4th, 2022 compliance deadline to implement a vaccine mandate or weekly testing program under the federal ETS. However, the District is collecting information regarding all of its employee's vaccination status in case the ETS survives the legal challenges.

Ms. Powell asked for approval of three Board members travel expenses of \$1,474.00 to the IPRA/IAPD conference, January 27-29. Per the Illinois Local Government Travel Expense Control Act, all travel expenses incurred by board members related to official park district business must be approved by roll call vote. After some discussion, Vice President Moffat made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented along with the board member travel expenses in the amount of \$1,474.00. Commissioner Cullen seconded. A roll call vote was taken. Cladis-aye, Cullen-aye, Frankenthal-aye, Lenski-aye and Moffat-aye. All ayes. Motion carried.

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

Executive Director Lambillotte noted there were a couple articles included electronically for review. One article addressed the short staffing issues the District has been facing with some of our programs and the other article acknowledged the Geneva Park District for being recognized as an Illinois Distinguished Accredited Agency for its exceptional park and recreation services for the fourth consecutive time. The evaluation period is five years, so the District has earned this award four times in the past two decades and maintained Distinguished Agency status for 20 years!

OLD BUSINESS

TAX LEVY ORDINANCE #2021-07

Supt. of Finance & Personnel Powell stated this is the third draft of the ordinance presented to the board and it has remained the same. There have been no changes made to the ordinance since the October board meeting. The ordinance will be filed with the Kane County Clerk before the last Tuesday in December. Vice President Moffat made a motion to approve the Tax Levy Ordinance #2021-07 as presented. Commissioner Cullen seconded. A roll call vote was taken. Cladis-aye, Cullen-aye, Frankenthal-aye, Lenski-aye and Moffat-aye. All ayes. Motion carried.

COMMUNICATIONS

The Annual Short and Long Range Plan Committee meeting was set for January 12, 2022 at 10:00 AM with staff members and two board representatives, Bre Cullen and Jay Moffat.

Public Meetings were held at Dryden and Hathaway parks. With public input, staff is prepared to move forward into the bidding phase of both projects. The two playground designs that were chosen were included with the color palettes for review.

Based on review of the soil samples of two locations for pickleball courts, staff would recommend moving forward with plans to locate the new courts at Mill Creek Community Park.

FUTURE MEETINGS

Long Range Plan Committee (Bre Cullen & Jay Moffat)	January 12, 2022	10:00 AM
Regular Scheduled Meeting	January 17, 2022	7:00 PM
Regular Scheduled Foundation Meeting	January 25, 2022	7:00 PM

STAFF REPORTS

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks & Properties Gorra reviewed his report. The Parks Department has begun interviewing for two full-time positions that will be open at the end of December due to one staff member retiring and the other moving out of state. Graf Tree Care has finished pruning Wheeler Park which launched the beginning of our 7-year pruning rotation. Island Park flower bed reconstruction has progressed and all that remains is to fill the beds with amended soil and clean up spoils. The Island Park Drainage Project is currently out to bid. The Peck Farm Park playground is substantially complete, all that is left to be done is turf restoration in the spring. Soil borings and evaluations were conducted at Peck Athletic Fields and Mill Creek Community to determine the suitability of the soil to support construction of new pickleball courts. The evaluations suggested that the site at Mill Creek would be the better choice. Commissioner Cladis asked if Mill Creek would have any long-term maintenance concerns since it resides in the 100-year floodplain. Supt. Gorra stated that there are tennis courts on the Mill Creek site already that have held up with time and that the soil borings and evaluations of the Mill Creek site do not suggest any issues. Board members and staff discussed other possible locations to construct

pickleball courts. After some discussion, the Board gave the approval to move forward with cost estimates and plans to construct pickleball courts at Mill Creek. The furnace in the Orientation Barn at Peck Farm was replaced due to the age of the unit and parts being unavailable. A local boy scout constructed 4 raised garden plots, a table and 2 chairs at the Community Gardens. Staff is working with a Geneva Council member and the Unitarian Universalist Society of Geneva's Green Sanctuary team to spread the word that the District will take any unsold holiday trees and chip them into mulch to be used on younger trees throughout our parks. Staff is working to obtain proposals for upgrades to both bathrooms at Wheeler Park before the 2022 season which will include ADA enhancements.

SUPERINTENDENT OF RECREATION

Supt. of Recreation Vickers reviewed her report. Program registration for Winter began on December 7th for residents. This was the best registration since 2016! Non-resident registration will begin on December 14th. Hello Santa calls will be made to over 60 children this week. The Polar Express made its return this year and accommodated nearly 500 participants. Peck Farm hosted a new Gingerbread Barn Raising event this year which brought out over 50 participants! Peck Farm is preparing to host an additional new event called Bagpipes and Bonfire in conjunction with the winter solstice. The event is slated for December 21st with over 100 people registered. The Annual Dance Recital made a revival with over 100 dancers that entertained their families at the Jingle Ball on December 12th. Staff plans to bring an updated recommendation to the Board in January in regards to our scholarship program and the amounts allocated to each participant. Birthday parties and open gym continue to gain traction. SRFC and SPRC membership and revenue were reviewed.

NEW BUSINESS

2021 SUNSET POOL & MILL CREEK POOL SURVEYS

Aquatics & Recreation Supervisor Kalwat reviewed the surveys for both pools. There were 1,385 surveys sent out with 162 or 11.6% response rate. The overall top box score for the entire survey was 93.41% for both pools. As typical with all surveys, staff evaluates the results and will make adjustments where necessary to elevate the facilities. Cleanliness of the pools and locker rooms will continue to be one of the main focuses for the upcoming season. Staff also plans to look into alternative surfacing for the sprayground at Sunset Pool. Mr. Kalwat stated that pool hours were modified in 2021 however staff plans to expand hours at both pools for the 2022 season. Supt. of Recreation added that the Sunset locker rooms flooring has been redone and looks fantastic. Some discussion was had in regards to offering "popup" extended night swims and possibly offer a reduced concession menu that could support local businesses. Mr. Kalwat noted that the cleanliness of the water is a direct correlation with the sand volleyball court that is located next to the Sunset Pool. Executive Director Lambillotte added that a renovation of the locker rooms has been incorporated into the Capital Improvement Plan in the upcoming years.

2021 SUNSET POOL & MILL CREEK POOL ANNUAL REPORTS

Aquatics & Recreation Supervisor Kalwat was present to review the 2021 Annual Pool Reports. The District successfully opened both Sunset and Mill Creek pools during the continuously changing COVID-19 global pandemic. This was Sunset Pool's 25th summer of operation and Mill Creek Pool's 15th summer of operation, 8th managed by the Geneva Park District. This was the 14th summer that the District used StarGuard Elite and received three 5-star audits for the season! This is the highest rating that can be given. The District sold a total of 1,332 season memberships. Mr. Kalwat reviewed the season pass fees and daily fees. The revenue and expenses were reviewed. Pool membership fees were increased ahead of the 2021 pool season, and a 4% increase is being recommended for 2022. The increase in membership fees is directly related to the increase in minimum wage each year, as well as to remain competitive with similar aquatic operations in the area. Private pool rentals were able to be run successfully. Due to the COVID-19 pandemic, the decision was made to not hold aquatics special events. Staff looks forward to bringing special events back next season. Concession stands at both facilities operated on a much smaller scale, but proved to be successful. Mr. Kalwat reviewed the recommendations for the 2022 season including to continue offering "flash sales" throughout the spring months providing a discount, increase pool membership fees, daily use fees and swim lesson fees, to continue using StarGuard Elite as the Lifeguard certifying agency, etc. After some discussion, Vice President Moffat

made a motion to approve the Geneva Park District 2021 Sunset Pool & Mill Creek Pool Annual Reports with the recommendations for the 2022 season as presented. Commissioner Cladis seconded. All ayes. Motion carried.

2022 BOARD MEETING SCHEDULE

The regular scheduled board meetings will be held on the third Monday of the month at 7:00 p.m. except for the December board meeting, which will be held at 7:00 p.m. on the second Monday. The 2022 board meeting schedule needs to be approved and will be sent to local media as required by law. Commissioner Lenski made a motion to approve the 2022 Board Meeting Schedule as presented. Vice President Moffat seconded. All ayes. Motion carried.

PETERSON HOUSE DEMOLITION

Executive Director Lambillotte reviewed the proposal to demolish the last remaining house on the Peterson Property. Part of the long-term plan for incorporating the Peterson property into the larger Peck Farm Park is to remove unnecessary or unstable structures. The house on the east side of the property is now vacant and the park district has taken ownership of the property in its entirety. The District continues to lease the 10 acres of farm land to windy acres on an annual basis. The house on the east side of the property is old and in disrepair. The Park District has no identified use for the structure and would recommend its removal. Staff has received a quote from Fowler Inc., the company that successfully removed the house on the west side of the property in October of 2019. They provided the lowest estimate at that time. Staff has worked with Fowler in the past and is confident in their ability to complete this project. Commissioner Lenski made a motion to approve the proposal from Fowler Inc in the amount of \$23,850 to complete the demolition of the Peterson House after the District has done a thorough inspection identifying any hazardous materials and/or asbestos and properly disposing of them. Vice President Moffat seconded. All ayes. Motion carried.

GBA HOME RUN FENCE PROPOSAL

Executive Director Lambillotte reviewed information in regards to the Geneva Baseball Home Run Fence Proposal. Since the last Board Meeting staff has had multiple meetings and communications with the GBA leadership team. Details of the project have been thoroughly discussed and staff feels comfortable to recommend moving forward once a proposal that meets Geneva Park District proper specifications is received from GBA for the donation of the outfield fences at Mill Creek Community Park. Director Lambillotte reminded the Board that the Park District will have no financial obligation. After some discussion, Commissioner Cladis made a motion to move forward with the proposal from GBA for the donation of the outfield fences at Mill Creek Community Park after all the proper specifications have been finalized. Vice President Moffat seconded. Three ayes (Cladis, Cullen, Moffat) and 2 nays (Frankenthal and Lenski). Motion carried.

EXECUTIVE SESSION

Commissioner Moffat made a motion to move into Executive Session at 8:31 p.m. for the purpose of discussing personnel. Vice President Frankenthal seconded. All ayes. Motion carried.

At 8:45 p.m. the Board returned to the Regular meeting from Executive Session.

ADJOURN

Commissioner Lenski made a motion to adjourn the meeting at 8:45 p.m. Vice President Moffat seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Brynn Pattermann