

**GENEVA PARK DISTRICT
PUBLIC HEARING MINUTES
May 16, 2022
7:00 pm**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:00 pm.

ROLL CALL

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

Staff members present were Supt. of Recreation Nicole Vickers, Supt. of Parks & Properties Carl Gorra, Supt. of Finance & Personnel Christy Powell and Executive Administrative Assistant Leslie Zimmerman

Press: None

Guests: Adam Dagley, Peck Farm Manager

HEARING OF GUESTS

Supt. Vickers introduced new Peck Farm Manager, Adam Dagley. Mr. Dagley has a degree in Recreation, Park and Tourism Administration from Western Illinois University. Mr. Dagley comes from the Warrenville Park District where he oversaw environmental education and facility management.

REVIEW OF BUDGET AND APPROPRIATION ORDINANCE #2022-02

Supt. of Finance & Personnel Powell stated that the ordinance has not changed since the April meeting and it has been on display for public review for 30 days. Supt. Powell stated the District published a legal notice of the hearing in the Kane County Chronicle on April 28. There were no questions asked by staff or by any guests.

The President waited five minutes and asked for a motion to adjourn the meeting. Vice President Moffat made a motion to adjourn the Public Hearing Meeting at 7:05 pm; Commissioner Cladis seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Leslie Zimmerman

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
May 16, 2022
7:05 pm**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:06 pm.

ROLL CALL

President Frankenthal called for the roll. Commissioner Cullen, Commissioner Cladis, Vice President Moffat and President Frankenthal all answered present. Commissioner Lenski arrived 7:22 pm.

Staff members present were Supt. of Recreation Nicole Vickers, Supt. of Parks & Properties Carl Gorra, Supt. of Finance & Personnel Christy Powell and Executive Administrative Assistant Leslie Zimmerman

Press: None.

Guests: None.

HEARING OF GUESTS

READING OF MINUTES

Vice President Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of April 18, 2022 Commissioner Cullen seconded. All ayes. Motion carried. Vice President Moffat made a motion to approve the minutes from the Recreation Committee Meeting Minutes of May 5, 2022. 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 Cullen seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Powell reviewed the April financial reports. Supt. Powell reported that in the investment report, our blended rate went up to 25 bps; keep in mind that the Federal Reserve in early May rose rates .5% so we will see that bump in our May report. A new CD from Allied Bank was added, the rate is 1.6% for a 12-month CD. Supt. Powell reviewed the revenue and expense report. She advised that she will be making adjustments before the arrival of the auditors.

Vice President Moffat made a motion to approve the Treasurer's Report and Superintendent 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 as presented. Commissioner Cullen seconded. All ayes. Motion carried.

CORRESPONDENCE

ANNUAL MEETING – Temporary Adjournment to Annual Meeting

Vice President Moffat made a motion to adjourn the Regular Scheduled Meeting to go into the Annual Meeting at 7:09 pm. Commissioner Cladis seconded. All ayes. Motion carried.

Vice President Moffat made a motion to return to the Regular Meeting at 7:19 pm. Commissioner Cladis seconded. All ayes. Motion carried. The Annual Meeting was adjourned and the Board returned to the Regular Meeting.

OLD BUSINESS

Budget and Appropriation Ordinance #2022-02

Supt. of Finance and Personnel Powell stated the ordinance had been available for public inspection at the Park District for 30 days. The budget was reviewed and approved by the Finance Committee and Board in April. A budget hearing notice was published in the Kane County Chronicle and the ordinance will be filed with Kane County. Vice President Moffat made a motion to approve the Budget and Appropriation Ordinance #2022-02 as presented. Commissioner Cladis seconded. A roll call vote was taken. Cullen-aye, Cladis-aye, Moffat-aye and Frankenthal-aye. Four ayes. Motion carried.

Peterson Property Demolition Update

Supt. Vickers gave an update on the project. She reported that asbestos removal has been completed and all utilities have been moved from the house to the barn. Demolition should be completed within the month. Mr. Frankenthal asked if there was much asbestos. Supt. Gorra reported that there was very little.

COMMUNICATIONS

Supt. Vickers reported there have been meetings with our architect regarding Sunset bath house renovations. Plans for the redesign of Sandholm Woods Park are being finalized. The GPD Foundation Annual Board Meeting was held on May 5. Autumn Fair will be held September 17. Executive Director Lambillotte is continuing to sit on the FVSRA Board and they are in the process of their budget review and drafting.

FUTURE MEETINGS

Autumn Fair Meeting	June 14, 2022	7:00 PM
Regular Scheduled Board Meeting	June 20, 2022	7:00 PM
Regular Scheduled Board Meeting	July 18, 2022	7:00 PM
GPD Foundation Board Meeting	July 26, 2022	7:00 PM

STAFF REPORTS

SUPERINTENDENT OF PARKS & PROPERTIES

Supt. Gorra reviewed his report. Supt. Gorra reported that all summer seasonal positions have been filled, permanent part-time positions are filled, all long-term seasonal positions have been filled. We are ready to make offers to the two finalists for the two full-time positions that are open. The Island Park Drainage Project is nearing completion. Hathaway Park Playground should be complete this week. We are preparing for the American Legion’s Memorial Day service at Wheeler Park by sprucing up the area with new plantings and general clean-up. Fertilizing and weed control is ongoing; our contracted weed control starts this week. Restrooms at Wheeler South are almost done; there have been a few delays with old plumbing and new fixtures. Hopefully the work will be complete by the end of the week. Flowers have been planted at Peck Farm, Wheeler is next and then Island Park is next week. Prairie work continues at Peck Farm Prairie.

SUPERINTENDENT OF RECREATION

Supt. Vickers reviewed her report. Screen Free week was held the week of May 2 and was well attended. Summer registration is underway; programs will start the first week of June. Mini Golf started slow due to the weather but has progressively gotten better. The Butterfly House opens Friday with the release party. This year will have a beefed-up party with activities, music and Windy Acres coming out to sell honey and donuts - we are very excited for this event! Playhouse 38 lease negotiations are ongoing. We have agreed on a one-year lease for the theater area only with no rent increase. We are still negotiating the storage area behind the stage. Commissioner Cladis remarked on how impressed he was by the Rec staff at the recent Recreation Committee meeting held on May 5. Sunset membership, foot traffic and overall revenue numbers are up. The SPRC numbers have decreased in revenue and membership sales, however, the foot traffic numbers have skyrocketed. Laura Sprague will be working on a membership marketing campaign to increase the numbers. Supt. Vickers referenced the Board Memo regarding discontinuing towel service due to the cost of supplies, replacement cost and staffing. Supt. Vickers advised that we still are supplying the small towels for sanitizing areas and equipment; the towels that would be discontinued would be the “neck” towels and bath towels. Commissioner Cullen suggested selling towels to our participants with a GPD logo to minimize theft. Commissioner Lenski would like the towel service to continue. Towels are a great service for our participants and give added luxury to what we offer. Discussion ensued regarding whether to discontinue towel service. Supt. Vickers will gather more information as requested. The subject will be tabled until July.

NEW BUSINESS

FVSRA Board Appointments

Each year, the FVSRA requires formal recognition of the Geneva Park District's appointment to their Board. Commissioner Lenski made a motion to approve the appointment of Sheavoun Lambillotte to represent the Geneva Park District with Christy Powell and Nicole Vickers appointed as alternates. Vice President Moffat seconded. All ayes. Motion carried.

Mill Creek Park Master Plan Proposal

Supt. Vickers reviewed the contract from Upland Design for a master plan for upgrades to potentially include a universal playground, pickleball courts, fitness stations, restrooms and landscaping to Mill Creek Park. Commissioner Moffat made a motion to approve the contract with Upland Design for professional services in the amount of \$23,200. Commissioner Lenski seconded. All ayes. Motion carried.

Garden Club Park Renovation Proposal

Supt. Vickers reviewed the contract from Upland Design to oversee and coordinate the bidding and construction of Garden Club Park. This is a cooperative venture between the Geneva Park District, the City of Geneva and Garden Club. Commissioner Moffat made a motion to approve the contract with Upland Design in the amount of \$26,440. Commissioner Cladis seconded. All ayes. Motion carried.

Recreation Committee Report

Supt. Vickers reviewed the Recreation Committee report. The Recreation Committee consisted of Peter Cladis and Pat Lenski. Supt. Vickers explained that the report covered Fall 2021 and Winter 2022 seasons. Supt. Vickers reminded the Board that the numbers were reflective of direct costs associated with each program area. Supt. Vickers stated that many of the goals from last year were completed and she reviewed some of the highlights. Supt. Vickers reported that there have been significant increases in all program areas; pickleball, in particular, has exploded. Supt. Vickers reported that they are also looking for more sponsorship opportunities. Commissioner Lenski asked about the sponsorship banners at the ball fields. Vice President Moffat made a motion to approve the Recreation Committee Report and goals and objectives as presented. Commissioner Cullen seconded. All ayes. Motion carried.

EXECUTIVE SESSION

Vice President Moffat made a motion to move into Executive Session at 7:59 pm for the purpose of discussing personnel, litigation and the review of Executive Session minutes. Commissioner Cullen seconded. All ayes. Motion carried.

At 8:10 pm the Board returned to the Regular meeting from Executive Session. Vice President Moffat made a motion to approve executive session minutes dated November 15, 2021, December 13, 2021, January 17, 2022, February 21, 2022, March 15, 2022, March 21, 2022 and April 18, 2022 as presented; and approve the release of executive session minutes dated November 15, 2021 and March 15, 2022 for public viewing and the disposal of tapes of previously released minutes 18 months and older. Commissioner Cladis seconded. All ayes. Motion carried.

ADJOURN

Vice President Moffat made a motion to adjourn the meeting at 8:11 pm. Commissioner Lenski seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Leslie Zimmerman

**GENEVA PARK DISTRICT
ANNUAL MEETING
May 16, 2022**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:10 pm.

ROLL CALL

President Frankenthal called for the roll. Commissioner Cullen, Commissioner Cladis, Vice President Moffat and President Frankenthal all answered present. Commissioner Lenski arrived at 7:22 pm.

Staff members present were Supt. of Recreation Nicole Vickers, Supt. of Parks & Properties Carl Gorra, Supt. of Finance & Personnel Christy Powell and Executive Administrative Assistant Leslie Zimmerman.

Press: None

Guests: None.

HEARING OF GUESTS

None.

PRESIDENT'S ANNUAL REPORT

President Frankenthal read the President's Annual Report which is attached to these minutes.

ELECTION OF PRESIDENT PRO TEM

President Frankenthal asked for nominations for President Pro Tem. Commissioner Moffat nominated Commissioner Cullen as President Pro Tem. Commissioner Cladis seconded. All ayes. Motion carried.

NOMINATION FOR PRESIDENT

President Pro Tem Cullen asked for nominations for President. Commissioner Moffat nominated and made a motion to approve John Frankenthal for President. Commissioner Cladis seconded. All ayes. Motion carried.

NOMINATION FOR VICE PRESIDENT

President Pro Tem Cullen asked for nominations for Vice President. John Frankenthal nominated and made a motion to approve Jay Moffat for Vice President. Commissioner Cladis seconded. All ayes. Motion carried.

APPOINTMENT OF TREASURER AND SECRETARY

President John Frankenthal appointed Commissioner Lenski as Treasurer and Sheavoun Lambillotte as Secretary.

APPOINTMENT OF FOIA OFFICERS, OMA OFFICERS, SAFETY COORDINATORS AND ADA COORDINATOR

President Frankenthal appointed Sheavoun Lambillotte and Christy Powell each as both FOIA and OMA officers; Supt. of Recreation Nicole Vickers and Supt. of Finance & Personnel Christy Powell as Safety Coordinators and Ken Kerfoot as the ADA Coordinator.

COMMITTEE APPOINTMENTS

Proposed committee appointments were reviewed. President Frankenthal asked if anyone had any changes. With there being no changes, Vice President Cladis made a motion to approve the proposed committee appointments as presented. Commissioner Moffat seconded. All ayes. Motion carried.

President Frankenthal made a motion to adjourn the Annual Meeting at 7:18 pm and return to the Regular Meeting. Commissioner Cladis seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Leslie Zimmerman

President's Message 2022

It was another challenging year of dealing with COVID-19 and the various strains that have manifested themselves! As I look back, I can say with *tremendous pride* that the GPD staff did an outstanding job of managing our customers' expectations through an environment of ever-changing mandates at the local, state, and federal levels.

Some of the highlights from this past year include, but are not limited to:

- Received photographs of many excited, smiling children in Kenya following the installation of the repurposed playground equipment from Terney Park that was donated to Kid's Around the World.
- Received a \$100,000 Grant from the State of Illinois to cover much of a project to improve the drainage across Island Park.
- Once again, the GPD was awarded Distinguished Agency Accreditation for the district for the 4th cycle in a row. This indicates that the GPD is exceeding expectations in best practices and are held in high regard by their peers throughout Illinois. The GPD scored the highest in its history!
- Although short staffed in several departments GPD staff *safely* opened and operated both pools, managed summer camp and after school programs, put on children's plays at Playhouse38 and operating both fitness centers. In addition, special events including Concerts in the Park, various road races, Autumn Fair, Halloween, and holiday events were successfully completed.
- The GPD engaged a marketing firm to help educate resident and external partners about the vital role the GPD plays in building a healthier more socially connected community, as well as help the GPD to rebound from the impacts of Covid-19.

Sadly, in September we said goodbye to our former GPD Commissioner of over 15 years and good friend, Susan VanderVeen as she and her husband Jim began their retirement in Northern Michigan. Peter Cladis was nominated to take Susan's board position upon her departure.

Improvements made to our facilities over this past year include, but are not limited to:

- Solicited input from over 500 children to vote on the design for a new playground at the Peck Farm ball fields.
- The GPD, in conjunction with the City of Batavia expects to acquire approximately 5.13 acres of land for a new park in the Winding Creek subdivision.

- Plans for redesign of Dryden, Garden and Hathaway Parks were received and awarded so the work will begin in the spring / summer of 2022.
- The GPD has taken possession of the Peterson property and the structures on site will be demolished and the property repurposed for GPD use.
- The City of Geneva has allocated \$150,000 to help with improvements to Garden Club Park.
- New pickleball courts are included in the budget for 2022 – 2023.

While COVID-19 continued to impact operations across the GPD, the staff remained focused on customer service and embodying the Core Values of the Geneva Park District.

Customer Commitment
Responsible Leadership
Fiscal Responsibility
Safety
Community Collaboration
Innovation Stewardship & Sustainability

Thank you to the dedicated staff at the Geneva Park District and our community for working together through these unprecedented times. It just shows us all that if we work together, we can accomplish truly amazing things!

Thank you

John A. Frankenthal
Board President