

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
June 20, 2022
7:00 pm**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:02 pm.

ROLL CALL

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

Staff members present were Executive Director Sheavoun Lambillotte, 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: Michelle Kelly, Upland Design, Aquatics Manager Joey Kalwat, Recreation Supervisor Beth Keen and Pre-School Teacher Angie Carlson

HEARING OF GUESTS

Executive Director Lambillotte, staff members and the Board congratulated and thanked Pre-School Teacher Angie Carlson for her 20 years of dedicated service. Ms. Lambillotte remarked that Ms. Carlson has made a lasting impact on the over 1,000 students she has taught. Ms. Vickers commented on how kind and loving Ms. Carlson has been to not only her students but their families. She is a wonderful asset to the Geneva Park District and the Geneva community. Ms. Carlson thanked the Board and staff for the opportunity and continued support throughout the years.

READING OF MINUTES

Vice President Moffat questioned if he had called the meeting to order as noted in the May 16, 2022 meeting minutes. The audio recording was reviewed and there was a clerical error; President Frankenthal called the meeting to order on May 16. Vice President Moffat made a motion to approve the minutes as corrected from the Public Hearing Meeting of May 16, 2022, the Annual Meeting of May 16, 2022 and the Regular Scheduled Meeting of May 16, 2022. Commissioner Lenski 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 & Personnel Powell reviewed the May financial reports. Supt. Powell reported that the Federal Reserve raised rates on June 15 by 75 bps. We are already benefiting on our May investment report from the earlier fed increase of 50 bps. With this increase in rates the required compensating balance account decreased as well as an increase in the rate of return from the Harris Money Market as well as other liquid investment pool funds tied to the Fed Funds rate. We should see this trend upward continue unless things change significantly with the Federal Reserve outlook. In our first month of the fiscal year, everything looks good. We received one of the two large installments of real estate taxes in June which will be reflected in the June report. In May, spring camp revenue was accrued. Also included in my report is annual scholarship information. This report details the net race revenue received that funds the scholarship program as well as the programs funded by scholarships. The average scholarship is \$154 to each participant (there were 35). Vice President Moffat remarked that this is a very valuable program that the District continues to support.

Vice President Moffat made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Lenski seconded. 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 advised that the Media Relations Binder is back! Ms. Lambillotte explained that the binder is a compilation of all media coverage we have been getting. Ms. Lambillotte also submitted material from President Frankenthal that he wanted to share. President Frankenthal presented information he received at a Natural Resource Committee meeting where a presentation was given from supporters of the International Dark Sky Association which is an environmental initiative to dim or turn off the lights at any time that you can after dark in order to help reduce environmental light pollution. Ms. Lambillotte wanted to stress that safety isn't compromised in order to be environmentally conscious. Mr. Frankenthal reviewed the contents of the material and the benefits. President Frankenthal asked the Board to come back with a Resolution to reduce our light pollution through our facilities after they have read the material.

OLD BUSINESS

Peterson Property Demolition Update

Executive Director Lambillotte reported that the demolition of the house is complete. All utilities are now going to the barn that we will be utilizing. Our next project, which will be done in-house, will be taking down the three storage sheds. Mr. Frankenthal suggested running a task / risk assessment before demolition of the sheds begins. Supt. Gorra agreed.

Upland Design Update on Dryden Park, Sandholm Woods Park and Garden Club Park

Executive Director Lambillotte introduced Michelle Kelly of Upland Design. Ms. Kelly reviewed the three park projects. Staff and Board were impressed with the suggested improvements to our parks. Bids will be reviewed with the Board as they come in.

COMMUNICATIONS

Executive Director Lambillotte advised talks have begun with Williams Architects regarding the Sunset Pool bathhouse renovations. Seasonal facilities are up and running thanks to the hard work of many staff. IDPH has been to all pools and we have passed all of our requirements. Our focus is turning to renovations at Old Mill Park which will include replacement of the overlook deck on the Fox River. We are working with permitting agencies for approvals as well as the Army Corp of Engineers. Discussion ensued on the work to be done at the park. We are working on the OSLAD grant for Mill Creek Community Park and will be holding public meetings in the near future. We anticipate that applications will open up for submittals starting July 1 but we do not have confirmation. The first Autumn Fair Committee meeting was held June 14.

FUTURE MEETINGS

Regular Scheduled Board Meeting	July 18, 2022	7:00 PM
GPD Foundation Board Meeting	July 26, 2022	7:00 PM
Regular Scheduled Board Meeting	August 15, 2022	7:00 PM

STAFF REPORTS

SUPERINTENDENT OF RECREATION

Supt. Vickers reviewed her report. Summer programs are underway. Camp registration at Peck Farm, traditional camps and gymnastic camps are operating at pre-pandemic levels. Camps are either full or nearly full. Swim lessons are underway. Girl's and Men's softball are at record numbers. The pools are open! Joey Kalwat has done an outstanding job getting the facilities prepared and with his staff. We received a 5-star audit recently. Summer events have started, the first Movie in the Park and Cook-out were well attended despite the extreme heat. Several events are upcoming this week for Swedish Days. Peck Farm Park is packed! The Butterfly House has had good visitation. QR codes have been very helpful with donations. The Butterfly release party was also very well attended. The first garden party was held at the Community Gardens; over 20 participants attended. The differential in memberships from year to year at both facilities is directly related to a higher number of student summer memberships sold in 2021. Mini Golf numbers are good. Next month's report will include numbers from the pools.

SUPERINTENDENT OF PARKS & PROPERTIES

Supt. Gorra reviewed his report. Supt. Gorra reported that all summer seasonal positions have been filled, there is one permanent part-time position available. Josh Junger started on June 20 as the new Mechanic / Parks II. The Hathaway Park Playground is done; the park is being heavily used. Tree inventory is ongoing; Great Lakes Urban Forestry is taking inventory of 400 of our larger trees. Carl took a trip to South Bend, IN to view infield mix and meet with product representatives and infield keepers that are currently using a mix from MarCo which is based in Ohio. Geneva Baseball would like artificial fields. We suggested using a different infield mix. We hope to use the MarCo mix at the Mill Creek ballfields. Wheeler Park bathrooms are almost finished; painting will be completed by our staff this week. All annual flowers are in. The horticulture crew will begin maintaining the landscape beds. Trees were planted and invasives were cleared at Sandholm Woods Park. Eight trees were recently planted thanks to a donation from The Foundation. The horticulture crew has also begun using environmentally friendly weed control products.

NEW BUSINESS

Playhouse 38 Annual Report

Aquatics Supervisor Joey Kalwat presented the annual Playhouse 38 report and recommendations. This year has been great compared to last year. There were five youth productions with 83 unique people but no adult productions. Growth not only included cast members but in the audience as well. There were no summer camps last summer mostly due to attendance numbers being low because of covid. There were, however, acting classes held last year. We more than doubled ticket sales from the previous year, this is mainly due to covid restrictions being lifted. Revenues are increasing in all areas. Expenses include salaries, rental fees for the building as well as production rights. As a whole, we are going in the right direction. Reviewing a new sound system to see if it is feasible. We will be expanding our class offerings. We will begin making connections with the area high schools. Ms. Lambillotte stated having a one-year lease is good; we are on track to making our capital investment back. Vice President Moffat made a motion to approve the annual report for Playhouse 38 and the recommendations contained within. Commissioner Cladis seconded. All ayes. Motion carried.

Ford Maverick Truck Fleet Bid Results

Supt. Gorra explained we received no bids. This is due to low inventory of the vehicles. Ford has stopped taking orders on the vehicles and hasn't released pricing for the next model year. Pricing is expected to be released in August; at that time, we will go out to bid again.

EXECUTIVE SESSION

Vice President Moffat made a motion to move into Executive Session at 8:15 pm for the purpose of discussing personnel matters. Commissioner Lenski seconded. All ayes. Motion carried.

At 8:23 pm the Board returned to the Regular meeting from Executive Session. Vice President Moffat made a motion to approve a three-year contract with Nicole Vickers named as the Executive Director beginning January 1, 2023. This will coincide with the upcoming retirement of current Executive Director, Sheavoun Lambillotte on December 31, 2022. All Ayes. Motion carried.

ADJOURN

Vice President Moffat made a motion to adjourn the meeting at 8:23 pm. Commissioner Lenski seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Leslie Zimmerman