

**GENEVA PARK DISTRICT**  
**REGULAR SCHEDULED MEETING MINUTES**  
**February 20, 2023**  
**7:00 p.m.**

CALL TO ORDER

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

ROLL CALL

President Frankenthal called for the roll. Commissioner Bre Cullen, Commissioner Peter Cladis, Commissioner Pat Lenski, Vice President Jay Moffat and President John Frankenthal all answered present.

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

Press: None

Guests: Geneva resident and BestLife Fitness member, Troy Groetken, Assistant Vice President from Speer Financial Inc., Aaron Gold, President of Aqity Research, Jeff Andreasen and Aquatics & Facility Manager, Joey Kalwat.

HEARING OF GUESTS

Geneva resident and BestLife fitness member Troy Groetken presented to the board his concerns and possible solutions pertaining to the usage of the gymnasium and upstairs track, as well as the display of the buildings schedule at the Stephen D. Persinger Recreation Center. Mr. Groetken's concerns were documented in a packet provided to the board members. The board members thanked Mr. Groetken for putting together a well thought out presentation.

READING OF MINUTES

Vice President Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of January 16, 2023, the Public Hearing Meeting of January 16, 2023, and the Long Range Planning Committee Meeting of January 23, 2023 as presented. Commissioner Lenski seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Vice President Moffat asked staff to clarify a towing expense of \$350 from Dazzo's Towing. Executive Director Nicole Vickers and Supt. of Parks & Properties Carl Gorra clarified that the Park District doesn't typically outsource a towing company. In this case, the vehicle towed was a new fully loaded diesel truck. The truck failed and was towed to Ford. Staff is seeking reimbursement from Ford. Receiving clarification, Vice President Moffat made a motion to approve the claims and accounts as presented. Commissioner Cladis seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Powell reviewed the January financial reports. Ms. Powell reported the blended rate is currently at 2.71%. Ms. Powell stated that we are on target with being 75% through the budget year. Ms. Powell stated the Consumer Price Index (CPI) for the 2022 calendar year was released at 6.5%. This rate will be used to determine the growth in our 2023 tax levy, which is received in budget year 2024-2025. 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

The media relations binder was passed around.

## **OLD BUSINESS**

### LIMITED BOND ORDINANCE #2023-02

Supt. of Personnel & Finance Powell introduced Aaron Gold from Speer Financial. Mr. Gold shared with the board that the sale of the #2023-02 limited bonds of \$1,758,635 will finalize today, Monday, February 20, 2023. The district is purchasing its own bonds at a rate of 4.75%. The bond sale award information and term sheet provided by Speer Financial were shared with the board. Mrs. Powell asked the board to approve limited bond ordinance #2023-02. Vice President Moffat made a motion to approve limited bond ordinance #2023-02 provide the issuance of \$1,758,635 Taxable General Obligation Limited Tax Park Bonds, Series 2023 of the Geneva Park District, Kane County, Illinois, and for the levy of the direct annual tax to pay the principal of and interest on said bonds. Commissioner Cullen seconded. A roll call vote was taken. Cullen-aye, Cladis-aye, Lenski-aye, Moffat-aye, Frankenthal-aye. Five ayes. Motion carried.

### TAX ABATEMENT ORDINANCE #2023-03

Supt. of Personnel & Finance Powell stated the tax levy associated with the Alternative Revenue Bonds must be abated annually. The tax levy for Series 2014 must be abated annually as these bonds are paid from the General and Recreation Funds. Abatement ordinances must be filed with Kane County by March 1. Vice President Moffat made a motion to approve Ordinance #2023-03, an ordinance abating a portion of taxes heretofore levied to pay principal of and interest on certain General Obligation Refunding Bonds, the alternate revenue source, series 2014 of the Geneva Park District, Kane County, Illinois. Commissioner Cladis seconded. A roll call vote was taken. Cullen-aye, Cladis-aye, Lenski-aye, Moffat-aye, Frankenthal-aye. Five ayes. Motion carried.

### COMMUNITY SURVEY QUESTIONNAIRE

Executive Director Vickers shared with the board that the community survey is included in the packet. Ms. Vickers shared the importance of the survey, as it will provide the collection of high-quality data. This data collected from the survey will help us pinpoint users and non-users, create awareness to non-users, and assist staff in making future decisions. President Frankenthal asked Ms. Vickers if the length of the survey is sufficient, as it seems shorter than previous surveys. Ms. Vickers stated that the survey is created in a way that staff can create focus groups following the survey to better assess the results. Jeff Andreasen, with aQity Research, shared with the board that the survey provides many open-ended questions. The reasoning behind this is so the survey doesn't lead community members into an answer, and individuals are given the opportunity to answer how they wish. Commissioner Cladis asked Mr. Andreasen how the survey answers will be attained. Mr. Andreasen shared that that the survey will be distributed three ways; paper surveys mailed, post cards mailed including the URL, and phone interviews. All three ways will be available to all citizens. Mr. Andreasen shared that in the Summer of 2022, aQity Research completed a statewide survey for IAPD and the results from that survey will be helpful to see comparative data. Commissioner Cullen asked why we aren't surveying children in the household. Mr. Andreasen stated that the survey is designed to have the head of household answer on behalf of the entire household. Commissioner Cladis made a motion to move forward with the distribution of the survey to community members within the Geneva Park District boundaries. Vice President Moffat seconded. Five ayes. Motion carried.

### JAYCEE PARK PLAYGROUND EQUIPMENT PURCHASE

Supt. of Parks & Properties Gorra shared with the board that the current playground equipment was placed in 2006 and is due for replacement. Upland Design provided three playground equipment options. These designs were provided for public opinion and between the public and staff a design by BCI Burke was chosen. BCI Burke is located in Wisconsin and provide a great turn around. Staff hope to have the project completed by Memorial Day. Executive Director Vickers informed the board that staff contacted Autism Behavioral Educational Services, located near Jaycee Park, who uses the park often. ABES provided input in what would fit their needs. Discussion followed amongst board members and staff in regards to age range designed for the equipment, as well as, the age range of the nearby day care facility, and the footprint of the park. Vice President Moffat shared that it's informative for the board to hear what sort of out reach is completed by staff during this

process. Vice President Moffat made a motion to approve staff's recommendation to purchase playground equipment for Jaycee Park of \$111,326. Commissioner Lenski second. Five ayes. Motion carried.

### OLD MILL OBSERVATION DECK BID RESULTS

Supt. of Parks & Properties Gorra shared with the board that the Old Mill Observation Deck needs to be replaced. Upland Design provided a beautiful deck design of the same footprint. The project was publicly advertised and four bids were received. E. Hoffman provided the lowest bid at \$53,970. Commissioner Cullen asked if this is the same location where the Army Corp. was needed to approve permits. Executive Director Vickers answered that it is. Commissioner Cladis asked if any renderings have been provided. Mr. Gorra stated that since this project is to replace the deck and using the same footprint there aren't any elevations to provide. Although, it will have railings and benches that will make it look very nice. Ms. Vickers shared that the goal is to make the area very inviting and a beautiful place to visit. Vice President Moffat made a motion to approve the requested expenditure of \$53,970 to E. Hoffman Inc. for the renovation of the observation deck at Old Mill Park. Commission Cullen seconded. Five ayes. Motion carried.

### COMMUNICATIONS

The Personnel & Policy Committee will schedule the meeting date and time via email.

Staff is working on the budget and will be looking to schedule a meeting with the Finance Committee in April.

The annual Wine, Cheese, and Trees event will be held this Saturday, February 25<sup>th</sup> at the Library, for the first time. Tickets are still available. Executive Director Vickers stated that it is going to be a really fantastic event and very excited for the Geneva Park District Foundation, The Library Foundation and the Natural Resource Committee to all be working together.

Executive Director Vickers shared that the warm winter has put a damper on the ice rinks this season. Despite the warmer weather, Supt. of Parks & Properties Gorra knew it was a goal to get the ice rinks up and running. The rinks were open for roughly three days.

Executive Director Vickers reminded the board members to be on the lookout for the statements of economic interest as they typically are sent out in March.

### FUTURE MEETINGS

Personnel & Policy Committee Meeting (John Frankenthal & Peter Cladis)	March 13, 2023	5:30 PM
Regular Scheduled Foundation Meeting	March 14, 2023	7:00 PM
Regular Scheduled Meeting	March 20, 2023	7:00 PM
Finance Committee – Budget Meeting (John Frankenthal & Bre Cullen)	TBD	

### SUPERINTENDENT OF RECREATION

Supt. of Recreation Bortner reviewed his report. The recreation staff is in full special event season. The Super Shuffle had a very warm day for the race with over 530 racers. Mr. Bortner thanked the parks staff as they worked hard the weeks leading up to the event, as well as race week, navigating melting snow and overnight freezes. The Just Dad 'n Me Dance was held February 19<sup>th</sup> with 660 dads and daughters registered. Commissioner Cullen mentioned that her daughter loved the gift bag from the dance. Mr. Bortner shared that he will pass on her compliments to Recreation Coordinator, Judith Harris, who ran this event for the first time. The spring brochure will be mailed to households at the end of February with a resident registration day scheduled for March 7<sup>th</sup>. This registration will include camps and swim lessons. Registration for Friendship Station Preschool has started for next school year and Kids' Zone registration will begin later this week. The SPRC & SRFC facility revenue & expense reports was reviewed. Not included in the packet was the pop-up Stone Creek Mini Golf event held Sunday, February 19<sup>th</sup>. Mr. Bortner reported that this is the second pop-up event to be held and although he doesn't have numbers yet it was very well attended. Vice President Moffat shared that he attended with his grandchildren and agreed that it was a well attended event.

## SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks and Properties Gorra reviewed his report. The district hosted the combined MIPE and IPRA “Horticultural Day” on February 9<sup>th</sup>. The meeting was held in the greenhouse where both Mr. Gorra and Horticulturalist, Kate Perez, presented. Wheeler Park maintenance shop also hosted PDRMA training on back safety using safe lifting practices and stretching. Staff is in the process of refinishing the SPRC sign which, has never been refinished since its initial install in 2008. The sign was removed by Cowan Pole and moved to the Peck shop to be worked on. Staff is also working on refurbishing a number of features at Stone Creek Mini Golf including the tee signs. All items were identified needing repair during 2022 end of season walk-through. The Peck Athletic Field lighting can be upgraded to LED lights at no cost to the Park District. State mandated incentives for 2023 are being offered to convert stadium lighting to more energy efficient lights. Funding comes from the ComEd Incentive Program. The program will replace all ballasts, and light bulbs as well as provide a controller to turn the lights on and off remotely. These lights will coincide with the Dark Sky Initiative as the new bulbs will be 600 watt LED types, and have a 4000K light color. The District is seeking to install water supply to the ball fields at Mill Creek. Permission needs to be granted by the Mill Creek Water Reclamation District. If granted the line will need to be copper as it will eventually supply not only water to the ball fields but also a restroom and drinking fountain. Discussion ensued in regards to location of current water lines and sewer lines. Mr. Gorra met with members of the Geneva Beautification Committee to explore volunteer opportunities in and around Wheeler Park. This was a preliminary meeting and staff hope to collaborate in the future. The Spring Landscape Cleanup bid is being prepared to go out. The bid will be changed a bit from previous years. Staff is removing the pruning of shrubs from the bid, as well as, removing pre-season cleanup at Mini Golf and Hawks Hallow. The bid will include the option to pick up a second year of work from the selected 2023 vendor at an agreed upon price for 2024.

## **NEW BUSINESS**

### 2023 SHORT & LONG RANGE PLAN ANNUAL GOALS & OBJECTIVES AND MASTER PLAN UPDATE

Executive Director Vickers shared that the Long Range Planning Committee Report, as well as the meeting minutes are included in the packet. Ms. Vickers provided a few highlights to the board members who were not at the meeting. Those goals included; increase training opportunities, meeting ADA accessibility standards, expansion on programming, reviving an intern program, enhancing our onboarding program for all staff, implement a paperless registration system especially for camps and Kids Zone, continuation with the Dark Sky Initiative, using environmentally friendly weed control, ball field improvements, strategic alliances with other government bodies, and work culture improvements. Ms. Vickers also shared that staff is currently implementing paperless registration with the upcoming camp and Kid Zone programs. Many of the Master Plan projects for the future were put on hold due to the COVID-19 pandemic. These projects include; the possible expansion of the Sunset Community Center, the universal playground, development of Winding Creek, Stone Creek Hut renovation, variety of maintenance issues throughout the district, Peck Farm improvements to the barn and butterfly house, skate park renovations, variety of pool updates and repairs, continuation of trail connections, and a new phone system. Commissioner Cladis shared that he noticed a long range goal is a surveillance system. Ms. Vickers stated that a safety concern has been surveillance outdoors. Vice President Moffat asked if any more information has been provided regarding the compliance efficiency committee. Supt. of Finance & Personnel shared that she has not heard any further direction from IAPD in regards to the committee. Discussion ensued further amongst board members and staff in regards to the Peterson property and preschool and the relationship with the school district.

### STERLING MANOR TENNIS COURTS ASPHALT BID

Supt. of Parks and Properties Gorra shared with the board that he received three quotes for the asphalt base overlay on the Sterling Manor two tennis courts. The courts will receive a two inch overlay of new asphalt on top of the existing asphalt. Numerous deep cracks are extensive in the courts and filling the cracks will not result in longevity use of the courts. Mr. Gorra shared that the top coat coloring and striping will follow after the asphalt work is completed by a different contractor at a later date. Scheduling work in this fashion will expediate the process. Evans and Sons provided the lowest quote and has agreed to hold the price until the asphalt plants open in April. Commissioner Lenski made a motion to approve the expenditure of \$24,600 to Evans and Sons to install asphalt overlay at the Sterling Manor tennis courts. President Frankenthal seconded. Five ayes. Motion carried.

SUNSET POOL RESURFACING BID RESULTS

Supt. of Recreation Bortner reminded the board of the pool capital improvement projects brought to them during the December meeting. A bid opening took place on February 10<sup>th</sup> for the pool resurfacing of the lap and zero depth pools at Sunset Pool with an epoxy pool paint, an alternate for a price per square foot for needed concrete repairs and price per linear foot for caulk joint repairs; with all work to be completed by May 1<sup>st</sup>, 2023. Two bids were received with Amusement Restoration Companies coming in significantly lower than the other. Reference checks were completed on Amusement Restoration Companies. Supt. of Recreation Bortner made a motion to approve the Sunset Pool resurfacing project to Amusement Restoration Companies, LLC in the amount of \$189,000; accept the unit price per square foot, for concrete repairs of \$25, and unit price per linear foot, for caulk joint repairs of \$25. These amounts to be determined upon removal of existing pool surface and authorize the Executive Director to execute said contract totaling \$189,000 accordingly. Vice President Moffat seconded. Five ayes. Motion carried.

VEHICLE RESOLUTION #2023-04

Executive Director Vickers shared with the board that the hybrid truck staff was looking to purchase is no longer available and the board can disregard the resolution at this time.

EXECUTIVE SESSION

None

ADJOURN

Vice President Moffat made a motion to adjourn the meeting at 8:48 p.m. Commissioner Lenski seconded. All ayes. Motion carried.

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Secretary, Board of Commissioners

Geneva Park District

Submitted By: Nicole Vickers / Hannah Sterricker