

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
April 17, 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 Cullen, Commissioner Cladis, Commissioner Lenski, Vice President Moffat (remote) and President 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: Asst. Supt. of Recreation, Kyle Donahue

HEARING OF GUESTS

Asst. Supt. of Recreation, Kyle Donahue, was in attendance to observe.

READING OF MINUTES

Vice President Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of March 20, 2023 and the Finance / Budget Committee Meeting Minutes from April 12, 2023. 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 March financial reports. Supt. Powell reported that we added another new CD to our investment portfolio. In revenues and expenditures, we are 92% through the fiscal year and everything looks good and is on track. Also included, is the quarter debt service report. Supt. Powell reminded the Board that Economic Interest Statements are due May 1. Vice President Moffat made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Cullen seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

The media relations binder was passed. Included in the binder are hand written notes and cards.

OLD BUSINESS

Dark Sky Initiative Resolution #2023-06

Executive Director Vickers stated that staff would like to implement a Dark Sky Initiative Resolution to help guide future decisions on how the district can implement outdoor lighting in an effort to preserve and protect the natural balance of ecosystems. President Frankenthal read the resolution out loud. Vice President Moffat made a motion to approve the Dark Sky Initiative Resolution #2023-06. Commissioner Lenski seconded. President Frankenthal called for a roll call vote. Cullen-aye, Cladis-aye, Lenski-aye, Moffat-aye, Frankenthal-aye. Five ayes. Motion carried.

Garden Club Park Update

Executive Director Vickers shared with the board that the Garden Club Park project is still on going. The biggest obstacle of the project are foundation and basement walls, that were discovered underground. The removal of the basement would be cost prohibitive. The original design has been modified to adapt to changing conditions. The updated design, displayed

in the memo, has been designed to retain as much of the original design as possible and move the project forward. Supt. of Parks & Properties Gorra shared that the curvatures, in the original design, were changed to reflect the immovable foundation walls. President Frankenthal asked if there were actual voids. Mr. Gorra stated that there were. Ms. Vickers shared that despite these changes it will be a very beautiful park and will meet the needs the district is trying to meet, including; more seating near the river, and more opportunities for passive recreation.

COMMUNICATIONS

Executive Director Vickers shared that all the outdoor facilities are preparing to open for the season, starting with Stone Creek Mini Golf and ending with Mill Creek Pool. The replacement or renovation of the Stone Creek Mini Golf hut has been on the planning goals for many years and staff is looking deeper into viable options. President Frankenthal asked if there are any structural concerns, to the mini golf hut. Ms. Vickers shared that there are zero safety concerns but, the aesthetics need to be updated. Vice President Moffat mentioned that if the plan turns out to be tearing the structure down, staff should look into placing conduit into the north facing parking spots for EV charging stations. Ms. Vickers agreed with that statement as EV charging stations would be beneficial to the highly utilized park. This Saturday, April 22, is Earth Day Celebration at Peck Farm Park from 11am – 2pm. The community survey has reached its goal of over 500 respondents. Staff anticipates receiving the full results, of the community survey, and associated report near the beginning of May and hope to bring it to the May 15th board meeting. The first steps for the agreement of the OSLAD Grant has occurred and staff is awaiting the state to sign the agreement and send it back.

FUTURE MEETINGS

GPD Foundation Meeting (Annual and Regular)	May 4, 2023	7:00 PM
Recreation Committee Meeting	May 9, 2023	4:00 PM
Regular and Annual Scheduled Board Meeting	May 15, 2023	7:00 PM

STAFF REPORTS

SUPERINTENDENT OF RECREATION

Supt. of Recreation Bortner shared his report. The Bunny Breakfast and Egg Hunt event was held on April 1. There were nearly 450 participants in the egg hunt despite the cold and windy weather. The breakfast had three event sponsors; Geneva Bank and Trust, AIM Physical Therapy, and Clear Path Counseling. Buttermilk donated the food once again and staff received many positive comments in regards to their donation. The Eggmazing Race was postponed on March 31 due to inclement weather. The event was rescheduled on April 14 with 30 participants and amazing weather. Mr. Bortner shared that SPRC held their first pickleball tournament on Saturday, April 8 called The Bunny Bash. The Earth Day Celebration scheduled activities are; a free bike safety checkup, scavenger hunt, prairie seed bombs, rain barrel sale, tomato plant giveaway, self-guided prairie tour, tree planting, and more. The tree planting will take place at Peck Farm Park and Wheeler Park. President Frankenthal asked how many trees does staff hope to get planted. Mr. Bortner responded that 21 registrations have been received to plant trees at Peck Farm Park and up to 65 trees can be planted at Wheeler Park in conjunction with the Trees Forever Grant the GPD Foundation received. Executive Director Vickers shared with the board that staff did look into attaining paper shredding or a sponsor to do paper shredding during the Earth Day event. Unfortunately, the dollar amount was too high but, next year staff will continue the efforts to secure paper shredding. Playhouse 38 has had a lot of firsts going on the past few weeks. On March 30 Playhouse 38 hosted their first Spring Break Talent Show with 21 performers and over 60 people in attendance. On April 14 Playhouse 38 hosted their first Adult Cabaret which included 12 performers, a live accompanist, silent auction and 50/50 raffle. There were 85 people in attendance. The weekend of April 28-30 Playhouse 38 will host a non-musical murder mystery comedy in conjunction with the Fox Valley Park District called, Murder at the Pie Auction.

Mr. Bortner shared that pool openings are in full swing with contractors beginning to perform de-winterization work. The resurfacing of Sunset Pool has started as well as the first round of lifeguard training. Stone Creek Mini Golf held it's third pop-up event of the offseason on April 2 and saw over 140 participants. The course officially opens on May 6. Mr. Bortner, along with Board Commissioners Lenski and Cullen scheduled the Recreation Committee Meeting on May 9, 2023. Mr. Bortner shared highlights from the BestLife fitness report. Commissioner Cullen asked how the job fair went the previous day. Mr. Bortner responded that it went very well with 15-20 individuals in attendance. He was very pleased to see the high turnout and staff will certainly continue them next year.

SUPERINTENDENT OF PARKS & PROPERTIES

Supt. of Parks & Properties Gorra reviewed his report. The parks department is looking to fill a position within the Trades Department. Staff is also looking to add a long-term seasonal staff member to the Trades Department. With the imminent departure of a full-time staff member. The new playground equipment for Jaycee Park has been delivered to Innovation Landscape for installation. Removal of the existing playground began Friday, April 14. The substantial completion date of the playground installation is May 31. The SPRC sign has been refinished and back up in place. President Frankenthal asked how long the sign will last and remain in good shape. Mr. Gorra responded that the sign had never been removed since its initial install in 2008. The parks department will be attentive to the signs upkeep every year.

Mr. Gorra shared that both contracted and in-house mowing began on Monday, April 10. Dandelion blooming has started as well and staff is beginning weed control. MetroNet has requested to run a fiber optic line through Old Mill Park attempting to provide service to Mill Race Cyclery. President Frankenthal requested that we ask MetroNet to directionally bore the line. Discussion ensure amongst the board and staff. Mr. Gorra will make the request to MetroNet.

Mr. Gorra elaborated the plan for planting of the trees during the Earth Day Celebration event. The baseball fields and soccer fields are open for the season. The first of the annual flowers are being planted and there will be three change outs throughout the season. Final preparations for the opening of the Garden Plots are taking place. The gravel entrance, to the garden plots, has been regraded, gravel changed out, compacted, and rolled. The intent is to cut down on the number potholes and dust. The target opening date for the Garden Plots is Friday, April 28.

NEW BUSINESS

Proposed Budget FY 2023 - 2024

Supt. of Finance & Personnel Powell gave a power point presentation of the Proposed Budget FY 2023-2024 that started with our mission statement. Mrs. Powell reviewed the calendar in regards to the budget, meetings, drafts, final drafts etc. The finance committee consisting of President Frankenthal and Commissioner Cullen reviewed the budget on April 12th. Supt. Powell summarized each section of the budget highlighting various changes made in the budget from last year to this year, as well as, increases/decreases in various funds in this budget compared to last year's budget. Mrs. Powell went over the various revenue sources that make up the district's revenue budget, highlighted the many services that district offers, and the breakdown of the tax bill. Ms. Powell shared the list of capital projects for FY 2023-2023, including that a couple of these projects include the OSLAD grant the district was awarded. Commissioner Lenski asked if the consolidated revenues should be the same as the consolidated expenses. Mrs. Powell responded that it depends if capital is included as the capital fund is not a balanced budget. With no further questions, Vice President Moffat made a motion to approve the Proposed Budget FY 2023 – 2024 as presented. Commissioner Lenski seconded. A roll call vote was taken. Cullen-aye, Cladis-aye, Lenski-aye, Moffat-aye, Frankenthal-aye. Five ayes. Motion carried.

Budget and Appropriation Ordinance #2023-05 (Draft)

Supt. of Finance & Personnel Powell highlighted the draft ordinance and reviewed the information with the Board. The ordinance will be presented at a Public Hearing on May 15, 2023 at 7:00 pm and will be presented for approval at the May 15, 2023 Board Meeting. The budget ordinance will be available for public review for more than 30 days.

Playhouse 38 Lease Agreement

Supt. of Recreation Bortner reported that we are near the end of our lease agreement. Mr. Bortner highlighted on participation increases, production quality, sponsorships, marketing, collaborations, and new classes, camps and events. Executive Director Vickers shared that the need for cultural arts in this community is great. President Frankenthal agreed with Ms. Vickers and stated that Playhouse 38 is in the upswing. Commissioner Lenski moved to renew the lease with Stevens Street Properties for a period of one year with no increase to the rental fee. Commissioner Cladis seconded. All ayes. Motion carried.

ADJOURN

Commissioner Lenski made a motion to adjourn the meeting at 8:15 pm. Commissioner Cladis seconded. All ayes. Motion carried.

Secretary

Submitted By: Nicole Vickers / Hannah Sterricker