



**GENEVA PARK DISTRICT  
REGULAR SCHEDULED MEETING  
November 20, 2023  
7:00 P.M.**

**AGENDA**

Call to Order

Roll Call

Hearing of Guests

Reading of Minutes      Regular Scheduled Board Meeting – October 16, 2023

Recreation Committee Meeting – November 13, 2023

Claims and Accounts

Treasurer's Report and Superintendent of Finance Report

Approval of the Agenda

**CORRESPONDENCE**

**OLD BUSINESS**

Tax Levy Ordinance #2023-10 (2nd Draft)

Focus Group Results

Mill Creek Community Park Update

**COMMUNICATIONS**

**STAFF REPORTS**

Superintendent of Recreation

Superintendent of Parks and Properties

**NEW BUSINESS**

Recreation Committee Meeting Report

Fitness Survey Results

Wellington Park Playground Replacement Contract

Sandholm Woods West Master Plan

**EXECUTIVE SESSION**

Review Executive Session Minutes- Section 2.06 (5ILCS 120/2 (c) (21))

Litigation – (5ILCS 120/2 © (11)) (*Not anticipated*)

Land Acquisition – (5ILCS 120/2 (c) (5)) (*Not anticipated*)

Personnel – (5ILCS 120/2 (c) (1)) (*Not anticipated*)

**ADJOURN**

**GENEVA PARK DISTRICT  
REGULAR SCHEDULED MEETING MINUTES  
October 16, 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 Jones, Commissioner Cladis, Commissioner Cullen, Vice President Moffat 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, Supt. of Finance & Personnel Christy Powell, and Manager of Peck Farm Adam Dagley.

Guests: Red Ribbon Week teacher sponsor Lisa Meister, Geneva High School student Timothy McQuesten, Gary McQuesten, Upland Design President Michelle Kelly, Recreation Supervisor Kelly Wales, Asst. Supt. of Recreation Kyle Donahue, and Peck Farm Park Coordinator Kate McKinsey.

Press: None

HEARING OF GUESTS

Executive Director Vickers welcomed the members from Geneva High School to share information about Red Ribbon Week. Geneva High School SADD Club member Timothy McQuesten spoke to the Board about the purpose of the Red Ribbon Week program. Director Vickers stated the Park District supports Red Ribbon week by having a Pizza Palooza night and recognized Mr. McQuesten for his courage and great mind set. Vice President Moffat thanked Mr. McQuesten for presenting this year's drug free lifestyle, "Be kind to your mind, be drug free" and shared with him that the Park District is open to suggestions to help meet the needs of him and his peers. Executive Director Vickers introduced Kate McKinsey, the new Peck Farm Park Coordinator, to the Board. Ms. Vickers recognized Recreation Supervisor Kelly Wales on her 10 years of service with the park district. Supt. Bortner stated that over the 10 years it has been a pleasure to get to know Ms. Wales and thanked her for always being prepared.

READING OF MINUTES

Vice President Moffat made a motion to approve the September 18, 2023 Regular Meeting Minutes 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 Cladis seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Powell reviewed the September investment report and the revenue and expenditure reports. A new CD was purchased. The audit transfer was approved last meeting and those funds have been transferred from the general account to the capital account. The park district received the second installment of real estate taxes. The quarterly debt service report was also reviewed with the board. 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

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

## CORRESPONDENCE

Executive Director Vickers passed the media binder.

## **OLD BUSINESS**

### RED RIBBON WEEK RESOLUTION

Representatives of Red Ribbon Week were present at the board meeting to present information to the Board and staff. President Frankenthal read aloud the Red Ribbon Week Resolution. Vice President Moffat made a motion to approve the resolution supporting Red Ribbon Week of 2023-2024 as presented. Commissioner Jones seconded. All ayes. Motion carried.

### MILL CREEK COMMUNITY PARK UPDATE

Executive Director Vickers informed the Board that the design and development portion of the Mill Creek Community Park Renovation is complete. Construction documents are 95% completed and on track to go out to bid. Upland Design recently informed staff that project costs have increased since the most recent estimate. Staff provided the Board a comparison of rising costs and also potential opportunities for cost savings. Ms. Vickers reminded the Board that the addition of the parking lot was not included in the original bid and is accounting for more than half of the outlined increases. The Board asked Michelle Kelly, President of Upland Design, her opinion on why costs went up. Ms. Kelly shared that labor and interest rates are the biggest factor to rising costs. Discussion ensued between Ms. Kelly, the Board, and staff in regards to the cost saving items provided. Ms. Kelly informed the Board that she will go to the vendor and discuss cost saving options. The Board members agreed that anything that can be done in-house, without jeopardizing other duties, should be done. Vice President Moffat asked if we could do anything in phases. Ms. Kelly shared that all items outside of the parking lot were included in the OSLAD grant and must be completed within the timeframe. Executive Director Vickers thanked Ms. Kelly for attending the meeting.

## COMMUNICATIONS

Executive Director Vickers shared that the annual holiday party is scheduled for December 15<sup>th</sup> at Old Towne Pub, starting at 4:00pm. Focus groups are scheduled for October 21<sup>st</sup> and 24<sup>th</sup> in conjunction with the community survey. Staff are looking forward to hearing from the community members. The Chamber of Commerce and Playhouse 38 is hosting a ribbon cutting ceremony on October 18<sup>th</sup> at 2:00pm to commemorate its ten-year anniversary. Executive Director Vickers, Supt. Bortner, Supt. Gorra, and Supt. Powell will be attending the Legal Symposium on November 2<sup>nd</sup>. The agenda includes; Employment and Labor Laws; Employee Leave Rules; Changes and Other Hot Topics on Park District and Forest Preserve Finance; New Laws and Key Legislative Issues from the 103<sup>rd</sup> General Assembly; Complying with Ethics laws Related to Referendum and Other Political Activity, Gift Bans, and Legal Conflicts; Keeping It Legal on Social Media. The IAPD/IPRA Soaring to New Heights Conference will be held on January 25-27, 2024. The annual Chamber of Commerce dinner and awards banquet is scheduled for Thursday, November 2<sup>nd</sup> at Riverside Receptions and Conference Center in Geneva. Board members who would like to attend either event should inform Administrative Assistant Hannah Sterricker. The first efficiency committee is scheduled for November 20<sup>th</sup> at 6:00pm. The agenda and meeting items will be distributed prior to the meeting.

## FUTURE MEETINGS

Foundation Regular Meeting	October 24, 2023	7:00 PM
Recreation Committee Meeting (Bre Cullen & Doug Jones)	November 13, 2023	4:00 PM
Regular Scheduled Meeting	November 20, 2023	7:00 PM

## **STAFF REPORTS**

### SUPERINTENDENT OF RECREATION

Supt. of Recreation Bortner reviewed his report. The Recreation Committee meeting was scheduled for Nov. 13<sup>th</sup> at 4:00pm, with Bre Cullen & Doug Jones. Escape the Mansion was held at SPRC on October 14<sup>th</sup>. This is Escape the Mansion's 5<sup>th</sup> year. Both the Halloween Hayday and Howl O' Ween Dog Parade will take place on Saturday, October 21<sup>st</sup>. Registrations for both events are on pace with last year. Pizza Palooza is scheduled for October 23<sup>rd</sup> to kick off Red Ribbon Week. Stone Creek Mini Golf closed October 1<sup>st</sup> for the season. Staff is

busy closing down the course for the winter. The Butterfly House has closed for the season. The Community Gardens are slated to close at the end of October. A new venture, Pumpkin Smash will take place on November 4<sup>th</sup> from 10:00am-noon. The pumpkin recycling event will provide a place for community members a place to take their pumpkins after Halloween while contributing valuable nutrients to the soil for the gardens. This program is in conjunction with the City's Natural Resources Committee. Kane County Recycling will also be on site to provide recycling for batteries, aerosol cans, and paint at a cost. Playhouse 38 held the youth production of, The Legend of Sleepy Hollow October 27-29 with about 70 ticket holders each show. The adult show, The Shadow Over Dunwich will take place October 27-29. Mr. Bortner reviewed SPRC & SRFC memberships & revenues along with the Stone Creek Mini Golf season.

#### **SUPERINTENDENT OF PARKS AND PROPERTIES**

Supt. of Parks & Properties Gorra reviewed his report. Staff has hired a seasonal employee as the new Parks Specialist – Athletic Fields as the previous person in that position had resigned. Joey Kalwat and Supt. Gorra attended PDRMA's confined space training. PDRMA has defined all confined spaces. President Frankenthal asked if we have properly labeled our spaces as permit or non-permit. Supt. Gorra stated that all our spaces are permit required. A Willmette Park District staff member was hired on, temporarily, to act as a short-term instructor for the Trades Specialists. This individual has decades of experiences closing pools and trained staff on correct procedures to close down the pools and splashgrounds. Two nearby park districts recently sent staff to test out equipment before purchasing. The Willmette Park District came to test our all electric utility vehicle and the Bloomingdale Park District came to test some mowing equipment. All underground utilities have been located at Peck Farm Park. Staff is continuing to lay mulch at playgrounds. This is a task that has been ongoing all year and is expected to finish this month. Additional turf covers have been ordered for athletic fields and installation is intended before the ground freezes. Smaller covers will be used at Wheeler to bolster the grass around the tees and baskets at the disc golf course. The final application of organic ball field fertilizer will be applied the week of Halloween. Staff has determined that LP Smart Side siding is a good fit for the storage building at Jaycee Park. The siding is engineered wood, constructed from a renewable resource, and have a 50-year warranty. The large storage bins, at the garden plots, are being filled with organic matter. City of Geneva contractors will start bringing in leaves collected off the streets. Commissioner Cladis asked if we get all the leaves from the city. Supt. Gorra stated that we do not as we would not be able to absorb all the leaves that the city collects. To help minimize plastic pollution, staff will soon start to use, on a limited basis, "cowpots" for growing greenhouse crops. The pots are made from "recycled" manure. A railing was built, using horseshoes and spikes, to prevent a tripping hazard at the Butterfly House. The horseshoes were used to create butterfly wings and the spikes as antennas.

#### **NEW BUSINESS**

##### **PECK FARM CAMP REPORT**

Manager of Peck Farm Dagley reviewed his report. The goal for the 2023 season was to get the kids outside and eliminate fears and anxiety of the outdoors. The camp serviced grades preschool to 5<sup>th</sup> grade. Peck Farm Park camps have a morning session, afternoon session, and extended care options. This year camp staff from both traditional camp and peck camp trained together on emergency procedures, through procedures. Peck staff also participated in peck specific training to learn the trails and other specifics to Peck Farm. This year camp used ePact that benefited the program in paperless and easy access to emergency forms, as well as the check in and out process. Each week had a theme where the crafts and activities surrounded that theme. In addition to the theme campers also participated in "morning movement", "mid-day meet up", and naturalist hour. Morning movement allows the campers to get their blood moving and comfortable in their setting. The mid-day meet ups where the all-day campers were able to lead the camp in different stretches. Naturalist hour allowed the naturalist staff to take a deep dive into an environmental topic. Each camper received a nature journal and they were encouraged to write down or draw after a hike or nature activity to incorporate other senses while out in nature. Campers received a draw string bag verses a camp shirt. Since Peck campers don't take field trips it made more sense to provide a bag over a shirt. Camp participation was down this year than last year at 872 campers verses 967. Commissioner Cullen asked how many campers were their per age group. Mr. Dagley reported that the preschool group was capped at 12 participants and all over ages groups were capped at 17 participants. President Frankenthal asked how many counselors were assigned to each group. Mr. Dagley replied that there were three counselors per age group. Last year there were two counselors per age group but, he felt as



if it was under staffed. Overall revenue was \$90,652 and expense was \$78,542 due to the extra staff. Mr. Dagley shared that he believes next year there is an opportunity to combine camps in the afternoons to eliminate some staff and bring down expenses. A new specialty camp was offered this year in a joint effort between the Park District, Geneva Fire Department, and Geneva Police Department. The camp was structured as a half day camp for five consecutive days. The camp was geared to kids entering the first grade. Participants learned electrical, fire, bike, playground, water, and vehicle safety, as well as, covering stranger danger. At the end of the week there was a ceremony where Mayor Burns, Executive Director Vickers, and the Fire Department administrative staff attended. Mr. Dagley recommended implementing a 3% increase of participation fees for Peck Farm Park Camp. Commissioner Cladis left the meeting at 8:48 pm. Vice President Moffat made a motion to approve 2023 Peck Farm Camp Report and the recommendations as presented. Commissioner Jones seconded. Four ayes. Motion approved. Staff and Board thanked Mr. Dagley for presenting his report. Commissioner Cladis returned to the meeting at 8:50pm.

#### CITY OF GENEVA EASEMENT AGREEMENT

Executive Director Vickers informed the Board that the City of Geneva has requested a construction easement as they prepare for roadway improvements. The easement is for a small parcel of property off of Water Street. Vice President Moffat made a motion to approve the 112 feet construction easement as presented. Commissioner Cullen seconded. All ayes. Motion approved.

#### FVSRA MEMBER CONTRIBUTION REQUEST

Executive Director Vickers reported on the FVSRA member contribution. She stated the levy request for the Fox Valley Special Recreation Association for this year is being proposed with an increase of 5.25%. The overall increase is 7%. The percent asked is a bit higher this year but, staff believe it is reasonable. Vice President Moffat made a motion to approve the proposed FVSRA member contribution increase of 5.25% for the 2023/24 budget year. Commissioner Cladis seconded. All ayes. Motion carried.

#### TAX LEVY ORDINANCE #2023-10 (1<sup>st</sup> draft)

Superintendent of Finance & Personnel Powell advised that this is the first draft of the tentative levy ordinance for next year. She reviewed the timeline and how the numbers are calculated for this Tax Levy Ordinance. Ms. Powell added that the District estimates new growth high which translates into a much higher tax levy to ensure that any new growth is captured. Because we are limited by the tax cap this levy will be reduced by the County to the maximum increase of 5%, less than the 2022 CPI of 6.5%, over the prior year's tax extension in addition to any new growth. The levy will be available for public review and will be reviewed again by the Board in November. It will be presented for final approval in December with a public hearing. The ordinance must be filed by the last Tuesday in December.

#### IAPD CREDENTIALS CERTIFICATE

Executive Director Vickers stated the Board and staff will need to assign delegates for the annual business meeting at the IAPD/IPRA conference on January 27<sup>th</sup>, 2024. Ms. Vickers volunteered to be the designee and Commissioner Jones volunteered to be the alternate.

#### EXECUTIVE SESSION

None

#### ADJOURN

Vice President Moffat made a motion to adjourn the meeting at 9:00 p.m. Commissioner Cullen seconded. All ayes. Motion carried.

---

Secretary

Submitted By: Nicole Vickers / Hannah Sterricker

## RECREATION COMMITTEE MEETING MINUTES

**DATE:** November 13, 2023

**TIME:** 4:00 p.m.

**PLACE:** Sunset Community Center

**PRESENT:** Commissioner Cullen, Commissioner Jones, Joey Kalwat, Ryan Coffland, Tanya Osika, Kate McKinsey, Kellie McKanna, Briana Carlson, Beth Keen, Kyle Donahue, Kelly Wales, Cory Bradburn, Elliott Bortner, and Hannah Sterricker.

**GUESTS:** None.

**SUBJECT MATTER DISCUSSED:** Superintendent Bortner welcomed Commissioners Cullen and Jones and explained that the meeting would review the staff's areas of responsibility, including a financial analysis and a review of the cancellation rates for each program area, as well as any seasonal highlights. There are a few new individuals on staff that would be sitting in this meeting that will not be giving a report. Mr. Bortner advised the Board that the numbers shared during this meeting reflect direct costs associated with the programs that the staff will review and do not reflect indirect costs such as utilities or staff salaries. Although the staff will be reviewing Summer, aquatics will not be reflected in this report, most notably swim lessons. The board will see aquatics in its entirety during the December Board meeting. Mr. Bortner then asked the Recreation Staff to introduce themselves and present their reports.

### Aquatics & Facility Manager, Joey Kalwat

Mr. Kalwat is the manager of both pools and the Stephen Persinger Recreation Center he reported on pickleball, and fitness classes. **Spring 2023:** Pickleball saw 354 more participants than the previous spring session. Mr. Kalwat was able to expand open gym pickleball times as well as hire an additional instructor which allowed for more participants. Cory Bradburn ran a pickleball tournament which brought in additional participants. The pickleball net profit went up \$1,200 compared to spring 2022. Fitness had 25 more participants compared to spring 2022. The cancellation percentage was down due to condensing classes and eliminating those classes that did not reach their minimums. Doing this resulted in running more classes and cutting the cancellation percent in half. **Summer 2023:** Pickleball saw 658 more participants compared to summer 2022. Summer is typically the smallest season as many players will move outside, but due to adding more classes and leagues, summer 2023 stayed busy. Profit was up \$4,500 and saw \$11,500 in revenue. The profit percentage was down due to higher costs of adding classes and instructors. Commissioner Jones stated that the profit percent may be down, but adding more classes and bringing in more participants is a good thing. Fitness had 54 more participants compared to summer 2022. Summer is also typically a smaller season for fitness. Net profit increased \$3,200 with 33 classes.

### Facility Supervisor, Ryan Coffland

Mr. Coffland is the Sunset Community Center Manager. He reviewed the special events that fall under his position. **Spring 2023:** Bunny Breakfast is held in the SPRC gym with a max of 400 participants. Staff were able to accommodate a few more families for each time slot and accommodated a total of 428 participants. Bunny Basket Deliveries had a similar number as last spring at 61 participants and Parents Night Out saw 21 more participants compared to spring 2022. **Summer 2023:** Stone Creek Mini Golf holds a Cosmic Golf night during Swedish Days and 2023 saw 77 more golfers than 2022 and \$624 in revenue. Kids Day, during Swedish Days, had 12 more participants compared to 2022. Mr. Coffland shared with the Board that the summer concerts, cookouts, and movies are all free events. This summer two concerts were rained out

and rescheduled in August after the start of school. Staff reported below average attendance during the rescheduled dates in August. Supt. Bortner shared that we had hoped that attendance would have been very good since there wasn't any other competition in the area. Unfortunately, staff believe it was difficult for families to attend since school had started. The summer cookouts were very successful with no cancellations. The Jaycee Park cookout did see a lot of rain, but families still came out and participated. Parent's Night Out had one less scheduled night in 2023 versus 2022 but, revenue was higher due to increased fees.

#### Athletic Supervisor, Cory Bradburn

Mr. Bradburn's area of responsibility are youth and adult leagues and some general athletic classes.

**Spring 2023:** All Star Sports saw the same profit margin as spring 2022, participation and revenue was a little down. Last spring a soccer league was offered through All Staff Sports with 60 more participants. This year a soccer league was offered through Strikers with less participants. **Summer 2023:** Athletics was up close to \$2,000 with the same profit margins as last summer. Adult athletic leagues ran close to a 40% profit.

#### Cultural Arts & Recreation Coordinator, Tanya Osika

Ms. Osika's area of responsibility is Playhouse 38, gymnastics, dance, cheer and pom. **Spring 2023:** Tumbling had 10 classes that ran with a good profit. The gymnastics team ran and all participants were on a payment plan. The dance recital had 900 participants. The non-recital classes were held during the spring session with 13 classes and good profit margins. There were no classes of cheer in the spring. The spring youth production was Robin Hood that made almost \$4,000. The adult production, Murder at the Pie Auction, was a collaboration with Fox Valley Park District that brought in \$2,000. **Summer 2023:** Many gymnastic camps ran. The gymnastics team continued into the summer. The dance program had lower enrollment. Ms. Osika stated that she is going to look into dance camps for next year to try and retain those dancers throughout the summer. Commissioner Jones shared that dance camps are a good idea. Playhouse 38 youth production was The Little Mermaid Jr. and brought in almost \$10,000 in profit with five shows. The adult production also saw a profit. Overall Playhouse 38 had a great summer with good profit margins. Commissioner Jones asked how the shows get marketed. Ms. Osika shared that we rely heavily on the brochure as well as the playbills, and social media. Ms. Osika is also announcing the upcoming productions at each show. Mr. Bortner shared that the shows are announced on the marquee downtown and on the marquee outside the Sunset Community Center. Marketing and Sponsorship Manager Laura Sprague has also put together displays within our facilities. Mr. Bortner shared that having an adult production make a profit is wonderful, as that hasn't been the case in the past. Commissioner Jones asked why the adult shows aren't as profitable. Assistant Superintendent of Recreation, Kyle Donahue shared that the youth productions have a built-in audience with parents, and extended families. Having the built-in audience helps promote ticket sales. Some changes have been made to help eliminate costs and are also helping the profit margins. Examples included: eliminating providing costumes, minimizing staff costs by using volunteers, and minimizing set production costs.

#### Peck Farm Park Program Coordinator, Kate McKinsey

Ms. McKinsey is the new Peck Farm Park Coordinator and reviewed the programs at Peck in Adam Dagley's absence. **Spring 2023:** Ten more classes were offered compared to 2022. Seven of those ten classes were new programs. Three new programs included; Family Amazing Race with ten families, Date Night at Peck Farm with 19 participants, and Story Time with Geneva Library which has met many times and gone very well. Learn 2 Fish maxed out with eight participants. The Butterfly Release Party released 250 native butterflies. The overall cancellation rate for the spring was 41%. The profit margin was 35% with

an increase of \$796 in revenue compared to 2022. **Summer 2023:** Four new programs were offered along with several returning programs. Mud Fun had 10 participants, and The Science of Ice Cream had 20 participants. Learn 2 Fish had a max enrollment of eight participants. The Great Peck Bug Off had 15 participants and each Star Gazing Party had 16-27 participants. The Star Gazing Parties are a free program ran through the Fox Valley Astronomical Society. Summer programming has an overall cancellation rate of 48%. There was a 56% profit without summer camps. Staff is looking at new program ideas to offer in the future as well as adjusting dates and times for programs that were cancelled. Commissioner Jones stated that Peck has many unique and creative programs. He asked how a supervisor determines when a class needs to be cancelled. Mr. Bortner shared that the staff keeps track of which classes don't run and are mindful of cancellations. If a class doesn't run on a certain day and time for a few sessions, the class may need to be reevaluated or scheduled on a different day or time.

#### Sunset Customer Service Manager, Kellie McKanna

Ms. McKanna is the Sunset Community Center's customer service manager who also oversees the Park District's birthday parties and the Parents Night Out program. During her report she covered Parents Night Out, which is the first and third Friday of each month at SPRC and runs for three hours. **Spring 2023:** There were 21 more participants than spring 2022 and brought in \$973 more in revenue. The revenue increased due to the \$5 price increase per participant. **Summer 2023:** There was one less participant compared to last year but, \$426 more in revenue.

#### Recreation Supervisor, Beth Keen

Ms. Keen's areas of responsibility include general athletics, martial arts, early childhood, youth, adult and senior programming. **Spring 2023:** Ice skating was up four participants from the previous year. Spanish class was down four students and Kid Rock was down eight participants within the early childhood age group. Both the Spanish and Kid Rock classes are a more expensive class resulting in smaller revenue. There were many youth classes that were also down including, Spanish, Music, Chess, American Girl Doll. The Chasewood learning classes did well with 54 students. Adult classes are up this spring compared to last spring. Tap class ran, along with Dr. Conroy's Mobility and Lower Back Pain classes. Seniors had a good spring where they took trips to Kenny and Dolly Tribute show, Lilac Tour, School of Rock, and Grease. **Summer 2023:** Ice skating, skateboarding, and youth golf all ran. Golf was low, but it was the first time offering it in a few years. Ms. Keen is working with a new establishment that she hopes will attract more participants. Early childhood classes are up a little bit from 2022. While youth programming is down. Spanish class had five more enrolled compared to last summer. There were a few smaller priced classes that ran and helped the participant numbers go up, but did not have a financial impact. Chasewood learning classes had 64 students and the Little Vet Camp ran with 22 participants. Number of participants remained the same for the adult classes but, revenue went up. We were able to run a few interior design classes and card making classes. Senior trips were up compared to last year. The trips were; a day trip to Galena, West side Story, Olivia Newton John, and the Chicago Botanic Garden.

#### Recreation Supervisor, Kelly Wales

Ms. Wales covered Day Off Trips and Summer Camp. Ms. Wales was excited to report that staff did not have to cancel any Day Off Trips during this past spring compared to last year where all the trips were cancelled. Staff surpassed their percentage goal of 30%. The 2023 Day Camp Report outlines the financials and participation numbers for Traditional Camps and Unique Camps. The Traditional Camps include; Safari, Discovery, Voyager, Explorer, Adventure, Junior Extreme, and Teen Extreme. Traditional Camps had 3,791 participants with a profit of \$141,570.97. Unique Camps had 356 participants with a profit of \$14,726.91. Both camps had a total percent profit of 34%. Overall, staff continue to provide a well-

organized camp program that meets the needs of families in our community and provides a positive effect on children. The staff connected with the children at age appropriate levels and are informative and helpful to parents when situations arise. The camp program provides a safe place for children to participate in various activities that are planned throughout the day. This year staff implemented the use of ePACT and while there were initial difficulties learning the new system, overall it was very beneficial for our program and the families. The program allows easy access to participant information for the staff and allowed families to keep the information updated at all times. Staff will continue to offer orientation and training opportunities for the camp staff and work together to build our strengths and improve our camp based on parent feedback and our experiences. Ms. Wales shared a few recommendations for 2024. Staff will continue to utilize gymnasium space where camps have an indoor location for inclement weather. Staff will look into misting fans to help keep campers cool on the extreme heat days. Staff will work to continue promoting and marketing camp to the 8<sup>th</sup> grade participants. Staff will reevaluate camp trends and adjust unique programming. Staff will research having special task/project assignments for camp staff. Lastly, increase program fees 5-10% in an effort to cover rising expenses; minimum wage, bus rental costs and increasing supply costs. In an effort to remain competitive, staff intend to continue to budget a higher starting hourly wage for next season. Commissioner Jones asked if we can offer a discount for the older group of campers if they register as a group. Ms. Wales acknowledge that recommendation and said she would look into it. Commissioner Cullen stated that fitness is very popular with the teen age group and suggested a camp is created to focus on fitness.

Mr. Bortner thanked Ms. Wales for her report and asked if the Board had any questions. Commissioner Jones stated that our staff is a very creative group and he appreciates all efforts. Mr. Bortner ended the meeting at 4:56pm.

Submitted by: Elliott Bortner / Hannah Sterrick

GENERAL PAID

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79354	CAMILLE ROETHEMEIER	PR CKS 77943 79741 82679	RECREATION / ADMINISTRATIVE	550.04
			CHECK TOTAL	550.04
79355	MADELINE DENSMORE	REPLACE PR CK 78502	RECREATION / ADMINISTRATIVE	406.64
			CHECK TOTAL	406.64
79356	ALLISON FAULKNER	REPLACE PR CK 79148	RECREATION / ADMINISTRATIVE	401.41
			CHECK TOTAL	401.41
79357	LEO VERDECCHIA	REPLACE PR CK 78923	RECREATION / ADMINISTRATIVE	271.61
			CHECK TOTAL	271.61
			CHECK TOTAL	0.00
79359	GENEVA PARK	AUTUMN FAIR 2023 SQUARE REIMB	RECREATION / ADMINISTRATIVE	3,206.73
			CHECK TOTAL	3,206.73
79360	1000BULBS	SPRC LIGHTBULBS	RECREATION / SPRC	101.37
			CHECK TOTAL	101.37
79361	ABLE PEST CONTROL, INC.	SPRC MONTHLY & FALL TREATMENT MONTHLY PEST CONTROL	RECREATION / SPRC CORPORATE / PECK FARM	355.00 85.00
			CHECK TOTAL	440.00
79362	ABATIX CORP	TRAFFIC CONTROL SAFETY CONES	CORPORATE / PARKS ADMINISTRATION	316.10
			CHECK TOTAL	316.10
79363	ACE HARDWARE GENEVA	ANIMAL REPELLENT	CORPORATE / PARKS ADMINISTRATION	21.59
		BULB FERTILIZER	CORPORATE / PARKS ADMINISTRATION	26.98
		BULB PLANTING SUPPLIES	CORPORATE / PARKS ADMINISTRATION	36.87
		CONCRETE ANCHORS & DRILL BITS	CORPORATE / PARKS ADMINISTRATION	69.01
		ESCAPE THE MANSION LOCKS	RECREATION / ESCAPE THE MANSION	17.26
		FUEL FOR WINTERIZATION	CORPORATE / PARKS ADMINISTRATION	93.59
		DRILL BIT & PRUNER CHAIN	CORPORATE / PARKS ADMINISTRATION	43.98
		SUNSET FAUCET BATTERIES	RECREATION / SUNSET RACQUETBALL & FITNESS	30.58
			CHECK TOTAL	339.86
79364	ALARM DETECTION SYSTEMS, INC.	SPRC ALARM QUARTERLY FEE	RECREATION / SPRC	1,338.69

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79364	ALARM DETECTION SYSTEMS, INC.	WHEELER ALARM QUARTERLY FEE	CORPORATE / PARKS ADMINISTRATION	155.10
		SRFC ALARM QUARTERLY FEE	RECREATION / REC ADMINISTRATION	594.75
		PFP ALARM QUARTERLY FEE	CORPORATE / PECK FARM	951.27
		POOL ALARM QUARTERLY FEE	RECREATION / SUNSET POOL	154.65
		MINI GOLF ALARM QUARTERLY FEE	RECREATION / MINIATURE GOLF	84.75
			CHECK TOTAL	3,279.21
79365	AQUA PURE ENTERPRISES, INC.	SUNSET POOL WINTERIZATION	RECREATION / SUNSET POOL	1,560.00
			CHECK TOTAL	1,560.00
79366	BUMPER TO BUMPER	OIL FILTERS AND AIR FILTERS	CORPORATE / PARKS ADMINISTRATION	275.90
		RETURN CREDIT	CORPORATE / PARKS ADMINISTRATION	-22.00
		RETURN CREDIT	CORPORATE / PARKS ADMINISTRATION	-14.59
		BATTERY, SPARK PLUGS TRUCK 214	CORPORATE / PARKS ADMINISTRATION	191.74
		RETURN - BATTERY CORE	CORPORATE / PARKS ADMINISTRATION	-11.00
		TRACTOR VALVE STEMS	CORPORATE / PARKS ADMINISTRATION	6.88
			CHECK TOTAL	426.93
79367	CHASE CARD SERVICES	CPRP EXAM FEE	RECREATION / REC ADMINISTRATION	270.00
		ESCAPE THE MANSION SUPPLIES	RECREATION / ESCAPE THE MANSION	255.27
		KZ SUPPLIES - FES	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	173.44
		KZ SUPPLIES - HES	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	423.03
		KZ SUPPLIES - MCS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	479.05
		PH 38 ANNIV BRANDED ITEMS	RECREATION / PUBLIC INFORMATION	113.00
		PH 38 ANNIV SPECIAL EVENT SPLY	RECREATION / PUBLIC INFORMATION	86.15
		SUPER SHUFFLE COASTERS	RECREATION / PUBLIC INFORMATION	19.00
		MONTHLY EMAIL MARKETING	RECREATION / PUBLIC INFORMATION	261.00
		PRESCHOOL VIDEO AUDIO	RECREATION / PUBLIC INFORMATION	6.99
		SOCIAL MEDIA MARKETING	RECREATION / PUBLIC INFORMATION	64.00
		GPD BRANDED PROMO ITEMS	RECREATION / PUBLIC INFORMATION	39.00
		SECURITY CAMERA INVOICE	CORPORATE / PECK FARM	212.66
		CANVA, GOOGLE, APPLE SUBSCRIP	CORPORATE / PECK FARM	15.97
		PFP PRINTER INK	CORPORATE / PECK FARM	288.07
		FOOD AND SUPPLIES FOR ANIMALS	CORPORATE / PECK FARM	47.98
		FAMILY CAMPOUT SUPPLIES	CORPORATE / PECK FARM GENERAL PROGRAMS	100.52
		S'MORES WITH MOM SUPPLIES	CORPORATE / PECK FARM GENERAL PROGRAMS	58.29
		OODLES OF APPLES SUPPLIES	CORPORATE / PECK FARM GENERAL PROGRAMS	40.08
		AUTUMN FAIR DONUTS	RECREATION / REC ADMINISTRATION	144.00

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79367	CHASE CARD SERVICES	REFUND - AF HOT DOG BUNS	RECREATION / REC ADMINISTRATION	-47.28
		ESCAPE THE MANSION SUPPLIES	RECREATION / ESCAPE THE MANSION	374.26
		PROF DEV SCHOOL SHIRTS	CORPORATE / PECK FARM	252.00
		MOORE SPRAY PUMP ROOM	CORPORATE / MOORE SPRAY PARK	463.03
		REFUND FROM RETURN	CORPORATE / MOORE SPRAY PARK	-59.33
		ANNUAL CHRISTMAS GREENS	CORPORATE / PARKS ADMINISTRATION	696.00
		FLASH DRIVE - MEMORIAL PICS	CORPORATE / PARKS ADMINISTRATION	32.99
		RETURN - WIRE HARNESS	CORPORATE / PARKS ADMINISTRATION	-8.67
		EMERGENCY LIGHTING BATTERIES	CORPORATE / PARKS ADMINISTRATION	34.99
		CAR/TRUCK WASH	CORPORATE / PARKS ADMINISTRATION	14.00
		WELDING SUPPLIES AND PART	CORPORATE / PARKS ADMINISTRATION	84.97
		FUEL TRANSFER PUMP	CORPORATE / PARKS ADMINISTRATION	75.13
		CROSSWALK BATTERY CHARGER	CORPORATE / PARKS ADMINISTRATION	80.19
		RTV REPLACEMENT LIGHTS	CORPORATE / PARKS ADMINISTRATION	82.96
		TENNIS NET CENTER STRAPS	CORPORATE / PARKS ADMINISTRATION	208.20
		DRINKING FOUNTAIN FILTER	CORPORATE / PECK FARM	69.03
		VALVE FOR FROG POND	CORPORATE / PECK FARM	75.99
		MOORE PARK SPRAYGROUND	CORPORATE / MOORE SPRAY PARK	26.99
		DRINKING FOUNTAIN FILTERS	RECREATION / SUNSET RACQUETBALL & FITNESS	138.06
		SPRC MEN BATHROOM MIXING VALVE	RECREATION / SPRC	99.97
		ESCAPE THE MANSION PIZZA	RECREATION / ESCAPE THE MANSION	86.37
		PH 38 SCRIPT	RECREATION / PLAYHOUSE 38	20.50
		PH38 SUPPLIES	RECREATION / PLAYHOUSE 38	99.87
		OFFICE CALENDAR	RECREATION / REC ADMINISTRATION	9.49
		DAY OFF TRIP - KUIPERS	RECREATION / IN SERVICE DAYS PROGRAMS	539.46
		WINTER TRIP DEP - EPIC AIR	RECREATION / HOLIDAY CAMPS	100.00
		DAY OFF TRIP - KUIPERS	RECREATION / IN SERVICE DAYS PROGRAMS	501.46
		DAY OFF TRIP - TOP GOLF	RECREATION / IN SERVICE DAYS PROGRAMS	384.84
		WINTER TRIP DEP - ENTERRIUM	RECREATION / HOLIDAY CAMPS	338.80
		KZ SUPPLIES - MCS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	49.04
		KZ SUPPLIES - HSS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	242.03
		KZ SUPPLIES - WAS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	124.70
		KZ GENERAL OFFICE SUPPLIES	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	22.49
		KZ SUPPLIES - HES	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	34.99
		POPCORN FOR PARTY	RECREATION / PARK DISTRICT PRESCHOOL	38.90
		CLIPBOARDS AND SPEAKER	RECREATION / PARK DISTRICT PRESCHOOL	113.60
		NASHVILLE TRIP - STARVED ROCK	RECREATION / ACTIVE OLDER ADULTS - TRIPS	925.00
		MIAMI TRIP SUPPLIES - SNACKS	RECREATION / ACTIVE OLDER ADULTS - TRIPS	140.69



FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79367	CHASE CARD SERVICES	MIAMI TRIP SUPPLIES - PRIZES	RECREATION / ACTIVE OLDER ADULTS - TRIPS	26.25
		POSTAGE FOR MIAMI CHECK	RECREATION / ACTIVE OLDER ADULTS - TRIPS	13.95
		SNACKS	RECREATION / YOUTH	15.57
		CONTACT PAPER	RECREATION / TODDLERS	8.79
		STICKERS, PLAYDOH, CARDSTOCK	RECREATION / TODDLERS	49.93
		RESISTANCE BANDS WITH HANDLES	RECREATION / EXERCISE & AEROBICS	85.49
		FITNESS EQUIPMENTS SHELIVING	RECREATION / EXERCISE & AEROBICS	123.98
		FITNESS BANDS	RECREATION / EXERCISE & AEROBICS	51.95
		POLAR EXPRESS SLEIGH BELLS	RECREATION / NORTH POLE TRAIN	706.50
		HALLOWEEN HAYDAY CANDY	RECREATION / HALLOWEEN EVENT	176.35
		HALLOWEEN HAYDAY PRIZES/DECOR	RECREATION / HALLOWEEN EVENT	471.82
		IL BASSET CERTIFICATION	RECREATION / REC ADMINISTRATION	13.95
		FACILITY MANAGEMENT TRAINING	RECREATION / REC ADMINISTRATION	50.00
		PIZZA PALOOZA BANNER	RECREATION / NEW SPECIAL EVENTS	12.98
		SUN DANCE CO PIZZA PARTY	RECREATION / SUNSET DANCE COMPANY	21.60
		PH38 TALENT SHOW CONCESSIONS	RECREATION / PLAYHOUSE 38	20.38
		PH38 SLEEPY HOLLOW CONCESSIONS	RECREATION / PLAYHOUSE 38	226.34
		PH38 SLEEPY HOLLOW SUPPLIES	RECREATION / PLAYHOUSE 38	38.06
		PH38 PAINT	RECREATION / PLAYHOUSE 38	42.25
		PH38 VARIOUS SUPPLIES	RECREATION / PLAYHOUSE 38	45.55
		PH38 FROZEN ROYALTIES FEE	RECREATION / PLAYHOUSE 38	740.00
		2023 JINGLE BALL COSTUMES	RECREATION / HOLIDAY DANCE RECITAL	9,091.63
		CPR TRAINING	RECREATION / REC ADMINISTRATION	299.00
		GMAIL MONTHLY BILLING	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	6.00
		AMER CAMP ASSOC TRAINING	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	256.00
		KZ SUPPLIES	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	389.12
		VENDING MACHINE SUPPLIES	RECREATION / SPRC	166.54
		VENDING MACHINE SUPPLIES	RECREATION / SUNSET RACQUETBALL & FITNESS	166.54
		BESTLIFE FITNESS PROMOTION	RECREATION / SPRC	40.00
		BESTLIFE FITNESS PROMOTION	RECREATION / SUNSET RACQUETBALL & FITNESS	40.00
		NRPA HOTEL	RECREATION / REC ADMINISTRATION	891.28
		CONCESSIONS - DRINKS	RECREATION / SUNSET POOL CONCESSIONS	1,307.90
		ANNUAL SIRIUS SUBSCRIPTION	RECREATION / SPRC	371.38
		BATTERIES	RECREATION / SPRC	46.34
		PLEXIGLASS FOR FIRE EXT	RECREATION / SPRC	31.33
		SIRIUS RADIO PLAYER	RECREATION / SPRC	149.99
		PICKLEBALL NETS	RECREATION / FITNESS CENTER PROG- NEW BLDG	379.90
		ESCAPE THE MANSION SUPPLIES	RECREATION / ESCAPE THE MANSION	202.85

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79367	CHASE CARD SERVICES	SPRC BIRTHDAY PARTY SUPPLIES	RECREATION / SPRC BIRTHDAY PARTIES	248.62
		WHEN2WORK SOFTWARE - SPRC	RECREATION / SPRC	104.00
		WHEN2WORK SOFTWARE - KZ	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	208.00
		WHEN2WORK SOFTWARE - PFP	CORPORATE / CAMP COYOTE - PF CAMP	78.00
		WHEN2WORK SOFTWARE - SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	117.00
		WHEN2WORK SOFTWARE - PARTIES	RECREATION / SPRC BIRTHDAY PARTIES	78.00
		WHEN2WORK SOFTWARE - POOL	RECREATION / SUNSET POOL	6.50
		WHEN2WORK SOFTWARE - MG	RECREATION / MINIATURE GOLF	58.50
		BIRTHDAY PARTY SUPPLIES	RECREATION / SPRC BIRTHDAY PARTIES	58.53
		LOCKER ROOM CLOCK	RECREATION / SUNSET RACQUETBALL & FITNESS	9.98
		HARVEST HUSTLE SUPPLIES	RECREATION / HARVEST HUSTLE	279.26
		REFUND - HARV HUSTLE SUPPLIES	RECREATION / HARVEST HUSTLE	-71.36
		SLAMBALL FOR SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	98.00
		PUMPKINS FOR PROMOTION	RECREATION / SUNSET RACQUETBALL & FITNESS	9.26
		FULL TIME STAFF PICNIC	CORPORATE / PARKS ADMINISTRATION	388.18
		FULL TIME STAFF PICNIC	RECREATION / REC ADMINISTRATION	388.18
		STAFF ANNIVERSARY - BORTNER	RECREATION / REC ADMINISTRATION	100.00
		STAFF ANNIVERSARY - WALES	RECREATION / REC ADMINISTRATION	100.00
		STAFF CALENDARS	RECREATION / REC ADMINISTRATION	10.56
		OFFICE SUPPLIES	RECREATION / REC ADMINISTRATION	103.58
		IAPD LEGAL SYMPOSIUM	RECREATION / REC ADMINISTRATION	442.00
		IAPD LEGAL SYMPOSIUM	CORPORATE / PARKS ADMINISTRATION	436.00
		PFP PAPER FOR KIOSK	CORPORATE / PECK FARM	22.99
		DIALPAD MO BILLING - SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	29.87
		DIALPAD MO BILLING - REC	RECREATION / SUNSET RACQUETBALL & FITNESS	179.22
		DIALPAD MO BILLING - POOL	RECREATION / SUNSET POOL	119.48
		DIALPAD MO BILLING - SPRC	RECREATION / SPRC	836.38
		DIALPAD MO BILLING - WHEELER	CORPORATE / PARKS ADMINISTRATION	179.22
		DIALPAD MO BILLING - MINI GOLF	RECREATION / MINIATURE GOLF	44.81
		DIALPAD MO BILLING - PFP	CORPORATE / PECK FARM	104.55
		NRPA MEMBERSHIP	CORPORATE / PARKS ADMINISTRATION	600.00
		IPRA ANNUAL MEMBERSHIPS - 14	CORPORATE / PARKS ADMINISTRATION	530.00
		IPRA ANNUAL MEMBERSHIPS - 14	RECREATION / REC ADMINISTRATION	3,180.00
		NRPA MEMBERSHIP	RECREATION / REC ADMINISTRATION	600.00
		ISLAND PARK WILDFLOWER SEEDS	CORPORATE / PARKS ADMINISTRATION	375.47
		TULIPS AND DAFFODILS	CORPORATE / PARKS ADMINISTRATION	1,015.45
		LOPPERS	CORPORATE / PARKS ADMINISTRATION	69.77
		OFFICE PAINT	RECREATION / SUNSET RACQUETBALL & FITNESS	103.89

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79367	CHASE CARD SERVICES	OFFICE PAINT	RECREATION / SPRC	103.89
		STRAW BALES	CORPORATE / PARKS ADMINISTRATION	48.00
		SIRIUS RADIO	RECREATION / MILL CREEK POOL	16.98
		REFUND - SIRIUS	RECREATION / MILL CREEK POOL	-9.54
		SIRIUS RADIO	RECREATION / MINIATURE GOLF	16.98
		REFUND - SIRIUS	RECREATION / MINIATURE GOLF	-9.54
		SIRIUS RADIO	RECREATION / SUNSET POOL	23.05
		REFUND - SIRIUS	RECREATION / SUNSET POOL	-12.94
		MARKETING CAMERA LENS CAP	RECREATION / REC ADMINISTRATION	7.99
		FALL EVENT ADS	RECREATION / PUBLIC INFORMATION	34.21
		ESCAPE THE MANSION AD	RECREATION / PUBLIC INFORMATION	15.00
		NRPA FLIGHTS - BORTNER	RECREATION / REC ADMINISTRATION	222.96
		NRPA HOTEL - BORTNER	RECREATION / REC ADMINISTRATION	445.64
		PAID WITH POINTS - NRPA FLIGHT	RECREATION / REC ADMINISTRATION	-222.96
			CHECK TOTAL	38,262.31
79368	CHASEWOOD LEARNING	CHASEWOOD - FALL 1 2023	RECREATION / YOUTH	3,300.00
			CHECK TOTAL	3,300.00
79369	CITY OF GENEVA	MOORE SPRAYGRND - ELECTRIC	CORPORATE / MOORE SPRAY PARK	299.19
		ESPING PARK FLAG - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	18.30
		MOORE SPRAYGRND - WATER	CORPORATE / MOORE SPRAY PARK	401.69
		SCC - WATER	RECREATION / REC ADMINISTRATION	107.96
		SRFC - WATER	RECREATION / SUNSET RACQUETBALL & FITNESS	251.91
		MAINT GARAGE - WATER	CORPORATE / PARKS ADMINISTRATION	50.08
		MINI GOLF - WATER	CORPORATE / PARKS ADMINISTRATION	102.02
		ISLAND PARK - WATER	CORPORATE / PARKS ADMINISTRATION	102.33
		WHEELER BATHROOMS - WATER	CORPORATE / PARKS ADMINISTRATION	47.41
		SOUTH ST BALLFIELDS - WATER	CORPORATE / PARKS ADMINISTRATION	111.97
		GREENHOUSE - WATER	CORPORATE / PARKS ADMINISTRATION	55.15
		GARDEN CLUB PK - WATER	CORPORATE / PARKS ADMINISTRATION	56.92
		POOL - WATER	RECREATION / SUNSET POOL	1,712.44
		SPRC - WATER	RECREATION / SPRC	474.94
		COMM GARDENS - WATER	CORPORATE / COMMUNITY GARDEN	133.05
		ISLAND PARK - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	60.29
		HSS TENNIS CRTS - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	85.13
		JAYCEE PARK - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	18.40
		WHEELER PARK - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	52.52

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79369	CITY OF GENEVA	MAINT GARAGE - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	807.49
		PFP - ELECTRIC	CORPORATE / PECK FARM	229.14
		PECK MAINT - ELECTRIC	CORPORATE / PECK FARM	407.29
		SCC - ELECTRIC	RECREATION / REC ADMINISTRATION	20.69
		SCC - ELECTRIC	RECREATION / REC ADMINISTRATION	1,852.30
		SRFC - ELECTRIC	RECREATION / SUNSET RACQUETBALL & FITNESS	968.49
		SRFC - ELECTRIC	RECREATION / SUNSET RACQUETBALL & FITNESS	199.47
		POOL - ELECTRIC	RECREATION / SUNSET POOL	3,090.20
		SUNSET BALLFIELDS - ELECTRIC	RECREATION / ADULT SOFTBALL	111.82
		SPRC - ELECTRIC	RECREATION / SPRC	5,813.90
		PH 38 - ELECTRIC	RECREATION / PLAYHOUSE 38	148.12
			CHECK TOTAL	17,790.61
79370	COM ED	COM ED - MC COMMUNITY PARK	CORPORATE / PARKS ADMINISTRATION	19.50
			CHECK TOTAL	19.50
79371	CONSERV FS, INC.	UNLEADED FUEL - PARKS	CORPORATE / PARKS ADMINISTRATION	952.38
		UNLEADED FUEL - REC	RECREATION / REC ADMINISTRATION	105.82
		UNLEADED FUEL - PARKS	CORPORATE / PARKS ADMINISTRATION	834.18
		UNLEADED FUEL - REC	RECREATION / REC ADMINISTRATION	92.68
		DIESEL FUEL - PARKS	CORPORATE / PARKS ADMINISTRATION	492.81
			CHECK TOTAL	2,477.87
79372	COMCAST CABLE	COMCAST SVC - SPRC	RECREATION / SPRC	608.84
			CHECK TOTAL	608.84
79373	COMCAST CABLE	COMCAST SVC - SCC	RECREATION / REC ADMINISTRATION	365.30
		COMCAST SVC - SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	243.54
			CHECK TOTAL	608.84
79374	COVERMASTER	TURF COVERS	CORPORATE / PARKS ADMINISTRATION	8,684.46
			CHECK TOTAL	8,684.46
79375	CRANE PAYMENT INNOVATIONS	OCT MONTHLY VENDING SVC	RECREATION / SPRC	17.90
		OCT MONTHLY VENDING SVC	RECREATION / SUNSET RACQUETBALL & FITNESS	8.95
			CHECK TOTAL	26.85
79376	NRG BUSINESS MARKETING	NRG - SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	72.44

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79376	NRG BUSINESS MARKETING	NRG - POOL	RECREATION / SUNSET POOL	99.47
			CHECK TOTAL	171.91
79377	FOX VALLEY SPECIAL RECREATION	2ND 50% ANNUAL FVSRA PYMT	SPECIAL RECREATION / SPECIAL RECREATION	132,691.00
			CHECK TOTAL	132,691.00
79378	FOX VALLEY VALUES & DEALS	ESCAPE THE MANSION TEXT AD	RECREATION / CONCERT SERIES	199.00
			CHECK TOTAL	199.00
79379	THE GARDEN PLATE, LLC	KIDS COOKING FALL 2 - 2023	RECREATION / YOUTH	294.00
			CHECK TOTAL	294.00
79380	GORDON FLESCH COMPANY, INC.	SCC - PRINTER MONTHLY	RECREATION / REC ADMINISTRATION	186.04
		SCC - PRINTER MONTHLY	CORPORATE / PARKS ADMINISTRATION	124.02
			CHECK TOTAL	310.06
79381	W.W. GRAINGER CORP.	PALLET RACK PARTS - WHEELER	CORPORATE / PARKS ADMINISTRATION	613.96
			CHECK TOTAL	613.96
79382	LRS, LLC	PORTOLET - PECK SOCCER FIELDS	RECREATION / REC ADMINISTRATION	28.28
		PORTOLET - ESPING	RECREATION / REC ADMINISTRATION	99.00
		PORTOLET - WHEELER BALL FIELD	RECREATION / REC ADMINISTRATION	109.60
		PORTOLET - SKATE PARK	RECREATION / REC ADMINISTRATION	202.30
		PORTOLET - ESPING PARK	RECREATION / REC ADMINISTRATION	113.15
		PORTOLET - HARRISON SCHOOL	RECREATION / REC ADMINISTRATION	99.00
		PORTOLET - WESTERN AVE SCHOOL	RECREATION / REC ADMINISTRATION	99.00
		PORTOLET - DON FORNI PARK	RECREATION / REC ADMINISTRATION	109.60
		PORTOLET - EAGLEBROOK PARK	RECREATION / REC ADMINISTRATION	109.60
		PORTOLET - DRYDEN PARK	RECREATION / REC ADMINISTRATION	109.60
		PORTOLET - MOORE PARK	RECREATION / REC ADMINISTRATION	190.06
		PORTOLET - PECK BALL FIELDS	RECREATION / REC ADMINISTRATION	208.61
		PORTOLET - COMMUNITY GARDENS	CORPORATE / COMMUNITY GARDEN	144.97
		PORTOLET - S MILL CREEK PARK	RECREATION / REC ADMINISTRATION	199.28
			CHECK TOTAL	1,822.05
79383	ILLINOIS STATE POLICE	REC BACKGROUND CHECKS	RECREATION / REC ADMINISTRATION	110.00
			CHECK TOTAL	110.00

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79384	MTL TENNIS MGMNT GROUP	INDOOR TENNIS F1-23	RECREATION / INDOOR TENNIS- SPRC	1,659.13
		OUTDOOR TENNIS F1-23	RECREATION / OUTDOOR TENNIS LESSONS	865.50
			CHECK TOTAL	2,524.63
79385	LITTLE MEDICAL SCHOOL	LITTLE VET - DOG F 2023	RECREATION / YOUTH	345.00
			CHECK TOTAL	345.00
79386	MARTENSON TURF PRODUCTS INC.	BASEBALL LINE MARKING CHALK	RECREATION / FIELD MAINTENANCE	410.00
			CHECK TOTAL	410.00
79387	MENARDS	SPRC GYM EMERG LIGHTS	RECREATION / SPRC	101.88
		SUN POOL SPRAYGRND	RECREATION / SUNSET POOL	3.98
		MC POOL MUSHROOM & PUMP RM	RECREATION / MILL CREEK POOL	123.01
		MISC TOOLS	CORPORATE / PARKS ADMINISTRATION	37.96
		SPRC GYM EMERG LIGHTS	RECREATION / SPRC	51.94
		WHEELER SOUTH BATHROOM	CORPORATE / PARKS ADMINISTRATION	11.23
		OUTDOOR SWITCH - MOORE	CORPORATE / MOORE SPRAY PARK	52.55
		HOSE PART - PFP	CORPORATE / PECK FARM	8.99
		MOORE SPRAYGRND PLUMBING	CORPORATE / MOORE SPRAY PARK	59.30
		DRIVE BITS	CORPORATE / PARKS ADMINISTRATION	13.96
		MOORE SPRYGRND PUMP HOUSE	CORPORATE / MOORE SPRAY PARK	35.82
		MOORE SPRAYGROUND STOPPERS	CORPORATE / MOORE SPRAY PARK	18.07
		BULB PLANTING SUPPLIES	CORPORATE / PARKS ADMINISTRATION	74.77
		SPANNER BIT FOR PICNIC TABLES	CORPORATE / PARKS ADMINISTRATION	2.99
		DRYDEN PK PICNIC TABLE BOARDS	CORPORATE / PARKS ADMINISTRATION	83.19
		J HOOKS	CORPORATE / PARKS ADMINISTRATION	24.70
		SHELVING	RECREATION / SUNSET POOL	29.99
		BLUEDEF AND ANTIFREEZE	CORPORATE / PARKS ADMINISTRATION	604.28
		PECK MAINT FACILITY PAINT	CORPORATE / PARKS ADMINISTRATION	66.35
		MASON SAND	CORPORATE / PARKS ADMINISTRATION	15.54
		PAINT ROLLER	CORPORATE / PARKS ADMINISTRATION	13.78
		PEAT MOSS AND SAND	CORPORATE / PARKS ADMINISTRATION	64.87
		SPRC RESTROOMS PAINT	RECREATION / SPRC	91.96
			CHECK TOTAL	1,591.11
79388	MENDEL PLUMBING & HEATING, INC	PECK FARM RPZ RELOCATION	CORPORATE / PARKS ADMINISTRATION	2,690.00
			CHECK TOTAL	2,690.00

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79389	METRONET	METRONET - MC POOL	RECREATION / MILL CREEK POOL	92.15
			CHECK TOTAL	92.15
79390	METRONET	METRONET - PH38	RECREATION / PLAYHOUSE 38	92.15
			CHECK TOTAL	92.15
79391	METRONET	METRONET - WHEELER MAINT	CORPORATE / PARKS ADMINISTRATION	132.20
			CHECK TOTAL	132.20
79392	METRONET	METRONET - SPRC	RECREATION / SPRC	269.90
		METRONET - SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	272.20
		METRONET - MINI GOLF	RECREATION / MINIATURE GOLF	109.95
			CHECK TOTAL	652.05
79393	MILL CREEK WRD	MILL CREEK POOL	RECREATION / MILL CREEK POOL	123.65
		MILL CREEK POOL	RECREATION / MILL CREEK POOL	26.97
			CHECK TOTAL	150.62
79394	NAPA AUTO PARTS	BLUEDEF, COOLANT AND LUBE	CORPORATE / PARKS ADMINISTRATION	68.76
		WIPERS 213, BULBS TRK 221 218	CORPORATE / PARKS ADMINISTRATION	31.26
			CHECK TOTAL	100.02
79395	NICOR GAS	NICOR - WHEELER MAINT	CORPORATE / PARKS ADMINISTRATION	195.32
		NICOR - GREENHOUSE	CORPORATE / PARKS ADMINISTRATION	202.77
		NICOR - WHEELER PARK	CORPORATE / PARKS ADMINISTRATION	61.18
		NICOR - PECK HOUSE	CORPORATE / PECK FARM	64.87
		NICOR - PECK MAINT	CORPORATE / PECK FARM	67.94
		NICOR - SCC	RECREATION / REC ADMINISTRATION	222.16
		NICOR - SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	88.00
		NICOR - SPRC	RECREATION / SPRC	274.63
		NICOR - POOL	RECREATION / SUNSET POOL	327.26
			CHECK TOTAL	1,504.13
79396	NICOR GAS	NICOR - PECK BARN	CORPORATE / PECK FARM	52.41
		NICOR - PH38	RECREATION / PLAYHOUSE 38	52.06
		NICOR - MC POOL	RECREATION / MILL CREEK POOL	56.27
			CHECK TOTAL	160.74

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79397	NORTH AMERICAN CORP	SANITATION SUPPLIES	CORPORATE / PARKS ADMINISTRATION	484.85
		SANITATION SUPPLIES	CORPORATE / PECK FARM	468.71
			CHECK TOTAL	953.56
79398	OFFICE DEPOT	SCC SANITATION SUPPLIES	RECREATION / SUNSET RACQUETBALL & FITNESS	139.98
		SCC 2024 CALENDARS	RECREATION / REC ADMINISTRATION	105.98
		SPRC 2024 CALENDARS	RECREATION / SPRC	30.96
		PARKS 2024 CALENDARS	CORPORATE / PARKS ADMINISTRATION	100.84
			CHECK TOTAL	377.76
79399	PDRMA HEALTH PROGRAM	EMPLY INSURANCE - HEALTH	CORPORATE / PARKS ADMINISTRATION	30,481.81
		EMPLY INSURANCE - HEALTH	RECREATION / REC ADMINISTRATION	33,543.55
		EMPLOYEE LIFE INSURANCE	CORPORATE / ADMINISTRATIVE	305.45
			CHECK TOTAL	64,330.81
79400	PEERLESS NETWORK, INC.	FAXLINE - SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	7.55
		FAX LINE - REC	RECREATION / REC ADMINISTRATION	30.17
		EMERGENCY PHONE LINES - POOL	RECREATION / SUNSET POOL	70.66
		ELEVATOR, EMERG, ALARM LINES	RECREATION / SPRC	186.32
			CHECK TOTAL	294.70
79401	PLAN SOURCE	IMRF REIMB HEALTH INSURANCE	CORPORATE / PARKS ADMINISTRATION	221.03
			CHECK TOTAL	221.03
79402	SHAW MEDIA	AUTUMN FAIR ADVERTISING	RECREATION / CONCERT SERIES	788.00
		AVAIL OF AUDIT PUB	CORPORATE / PARKS ADMINISTRATION	26.79
		AVAIL OF AUDIT PUB	RECREATION / REC ADMINISTRATION	26.79
			CHECK TOTAL	841.58
79403	SUNBURST SPORTSWEAR	PICKLEBALL LEAGUE SHIRTS	RECREATION / FITNESS CENTER PROG- NEW BLDG	263.20
			CHECK TOTAL	263.20
79404	OFFICIAL FINDERS LLC	ADULT SOFTBALL UMPIRES	RECREATION / ADULT SOFTBALL	640.00
		YOUTH SOFTBALL UMPIRES	RECREATION / GIRLS SOFTBALL	280.00
		3ON3 BBALL TOURNAMENT FEES	RECREATION / THREE ON THREE TOURNEY	130.00
			CHECK TOTAL	1,050.00
79405	TONY & FRIENDS ART STUDIO	CARTOONING FALL 1 2023	RECREATION / YOUTH	103.20



FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79405	TONY & FRIENDS ART STUDIO	SAT KIDS AFTERSCHOOL F1 23	RECREATION / YOUTH	137.60
		SAT PAINTING FALL 1 2023	RECREATION / YOUTH	309.60
		WATERCOLOR FALL 1 2023	RECREATION / ADULT	283.80
			CHECK TOTAL	834.20
79406	ULTIMATE CLASSES & PARTIES	CHEER AND POM FALL 2023	RECREATION / CHEERLEADING	1,375.00
			CHECK TOTAL	1,375.00
79407	ULINE	NITRILE GLOVES	RECREATION / SPRC	362.54
			CHECK TOTAL	362.54
79408	ULTIMATE NINJA	NINJA FALL 1 2023	RECREATION / YOUTH	800.00
			CHECK TOTAL	800.00
79409	VALLEY LOCK CO., INC.	1 FLAGPOLE KEY, 2 PH38 KEYS	CORPORATE / PARKS ADMINISTRATION	8.97
			CHECK TOTAL	8.97
79410	PREVENTATIVE MAINTENANCE SYS	BI-ANNUAL TRUCK INSPECTION	CORPORATE / PARKS ADMINISTRATION	45.00
			CHECK TOTAL	45.00
79411	DESIGNSPRING GROUP, INC.	DESIGN 1 OF 2 WINTER BROCHURE	RECREATION / PUBLIC INFORMATION	2,750.00
			CHECK TOTAL	2,750.00
79412	ACE HARDWARE GENEVA	TODDLER CLASS SUPPLIES	RECREATION / TODDLERS	23.39
			CHECK TOTAL	23.39
79413	ACCURATE OFFICE SUPPLY CO	CALENDARS AND WHITE ENVELOPES	RECREATION / REC ADMINISTRATION	19.18
			CHECK TOTAL	19.18
79414	BRAD BENSON	PICKLEBALL INSTRUCTOR	RECREATION / FITNESS CENTER PROG- NEW BLDG	1,575.00
			CHECK TOTAL	1,575.00
79415	ELLIOTT BORTNER	REIMB CELL PHONE	RECREATION / REC ADMINISTRATION	50.00
			CHECK TOTAL	50.00
79416	CORY BRADBURN	REIMB CELL PHONE	RECREATION / REC ADMINISTRATION	40.00
		REIMB MILEAGE	RECREATION / REC ADMINISTRATION	25.00
			CHECK TOTAL	65.00

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79417	CITY OF GENEVA	OLD MILL PARK - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	18.30
			CHECK TOTAL	18.30
79418	COM ED	COM ED - PETERSON PROPERTY	CORPORATE / PARKS ADMINISTRATION	13.96
		COM ED - PFP BALLFIELDS	RECREATION / ADULT SOFTBALL	334.92
		COM ED - MC POOL	RECREATION / MILL CREEK POOL	62.75
			CHECK TOTAL	411.63
79419	RYAN COFFLAND	REIMB CELL PHONE	RECREATION / REC ADMINISTRATION	40.00
			CHECK TOTAL	40.00
79420	CULLIGAN TRI-CITY SWS, INC.	CULLIGAN WATER FILTERS	RECREATION / REC ADMINISTRATION	29.11
			CHECK TOTAL	29.11
79421	ADAM DAGLEY	REIMB CELL PHONE	CORPORATE / PECK FARM	50.00
		REIMB MILEAGE	CORPORATE / PARKS ADMINISTRATION	25.00
			CHECK TOTAL	75.00
79422	KYLE DONAHUE	REIMB CELL PHONE	RECREATION / REC ADMINISTRATION	50.00
		REIMB MILEAGE	RECREATION / REC ADMINISTRATION	25.00
			CHECK TOTAL	75.00
79423	FLYING FOX CONSERVATION FUND	WILDLIFE ENCOUNTER PROGRAM FEE	CORPORATE / PECK FARM GENERAL PROGRAMS	375.00
			CHECK TOTAL	375.00
79424	FOX VALLEY SPECIAL RECREATION	SEPTEMBER 2023 INCLUSION	SPECIAL RECREATION / SPECIAL RECREATION	2,048.39
			CHECK TOTAL	2,048.39
79425	FOX VALLEY PARK DISTRICT	GYMNASTICS MEET FEES	RECREATION / GYMNASTICS	2,105.00
			CHECK TOTAL	2,105.00
79426	FOREST PRESERVE DISTRICT OF	KCCN BIODIVERSITY BOOKLETS	CORPORATE / PECK FARM GENERAL PROGRAMS	389.00
			CHECK TOTAL	389.00
79427	LAUREN GAGER	REIMB CELL PHONE	CORPORATE / PARKS ADMINISTRATION	50.00
			CHECK TOTAL	50.00
79428	GERALD FORD	TRUCK LAMP REPLACEMENT	CORPORATE / PARKS ADMINISTRATION	131.23
			CHECK TOTAL	131.23

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79429	CARL GORRA	REIMB CELL PHONE	CORPORATE / PARKS ADMINISTRATION	50.00
			CHECK TOTAL	50.00
79430	W.W. GRAINGER CORP.	EMERG STOP BUTTON AND SIGNS	CORPORATE / PARKS ADMINISTRATION	270.16
		SAFETY SIGNS	CORPORATE / PARKS ADMINISTRATION	38.60
		PALLET RACK PARTS FOR WHEELER	CORPORATE / PARKS ADMINISTRATION	68.25
			CHECK TOTAL	377.01
79431	GROOT, INC.	REFUSE DISPOSAL - SCC	RECREATION / REC ADMINISTRATION	126.42
		REFUSE DISPOSAL - PFP	CORPORATE / PECK FARM	286.94
		REFUSE DISPOSAL - SPRC	RECREATION / SPRC	151.16
		REFUSE DISPOSAL - WHEELER	CORPORATE / PARKS ADMINISTRATION	498.93
			CHECK TOTAL	1,063.45
79432	HOME DEPOT CREDIT SERVICES	CLEANER AND GARBAGE BAGS	RECREATION / SUNSET RACQUETBALL & FITNESS	56.84
			CHECK TOTAL	56.84
79433	LEAH HURWITZ	REIMB CELL PHONE	RECREATION / REC ADMINISTRATION	30.00
		REIMB MILEAGE	RECREATION / REC ADMINISTRATION	40.00
			CHECK TOTAL	70.00
79434	JOEY KALWAT	REIMB CELL PHONE	RECREATION / REC ADMINISTRATION	40.00
			CHECK TOTAL	40.00
79435	BETH KEEN	REIMB CELL PHONE	RECREATION / REC ADMINISTRATION	30.00
			CHECK TOTAL	30.00
79436	KEN KERFOOT	REIMB CELL PHONE	CORPORATE / PARKS ADMINISTRATION	30.00
			CHECK TOTAL	30.00
79437	STEVE KULESZA	REIMB CELL PHONE	CORPORATE / PARKS ADMINISTRATION	50.00
			CHECK TOTAL	50.00
79438	FIRST STUDENT	ADV CAMP WEEK 6 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	820.00
		VOY CAMP WEEK 6 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	410.00
		EXP CAMP WEEK 6 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	540.00
		DSC CAMP WEEK 6 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	427.50
		TEEN CAMP WEEK 6 FIELD TRIP 1	RECREATION / TEEN EXTREME CAMP	480.00

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79438	FIRST STUDENT	TEEN CAMP WEEK 6 FIELD TRIP 2	RECREATION / TEEN EXTREME CAMP	322.50
		TEEN CAMP WEEK 7 FIELD TRIP 1	RECREATION / TEEN EXTREME CAMP	287.50
		VOY CAMP WEEK 7 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	322.50
		EXP CAMP WEEK 7 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	645.00
		DSC CAMP WEEK 7 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	445.00
		ADV CAMP WEEK 7 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	610.00
		TEEN CAMP WEEK 7 FIELD TRIP 2	RECREATION / TEEN EXTREME CAMP	322.50
		TEEN CAMP WEEK 8 FIELD TRIP 1	RECREATION / TEEN EXTREME CAMP	462.50
		DSC CAMP WEEK 8 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	270.00
		ADV CAMP WEEK 8 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	785.00
		TEEN CAMP WEEK 8 FIELD TRIP 2	RECREATION / TEEN EXTREME CAMP	427.50
		CAMPS LOCAL TRANSPORTATION	RECREATION / TRADITIONAL YOUTH CAMPS	340.00
		TEEN CAMP WEEK 9 FIELD TRIP 1	RECREATION / TEEN EXTREME CAMP	322.50
		VOY CAMP WEEK 9 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	270.00
		ADV CAMP WEEK 9 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	575.00
		EXP CAMP WEEK 9 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	1,030.00
		DSC CAMP WEEK 9 FIELD TRIP	RECREATION / TRADITIONAL YOUTH CAMPS	357.50
		TEEN CAMP WEEK 9 FIELD TRIP 2	RECREATION / TEEN EXTREME CAMP	305.00
		9-1 DAY OFF PROGRAM FIELD TRP	RECREATION / IN SERVICE DAYS PROGRAMS	645.80
			CHECK TOTAL	11,423.30
79439	CHRIS MCADAM	REIMB CELL PHONE	RECREATION / REC ADMINISTRATION	40.00
			CHECK TOTAL	40.00
79440	MENARDS	SOCCER FIELD MARKING SUPPLIES	CORPORATE / PECK FARM	99.94
		STORAGE CONTAINERS	CORPORATE / PARKS ADMINISTRATION	23.07
		PECK CLEANING SUPPLIES	CORPORATE / PARKS ADMINISTRATION	64.80
			CHECK TOTAL	187.81
79441	NEXT GENERATION, INC	3 ON 3 SKELETON BBALL SHIRTS	RECREATION / THREE ON THREE TOURNEY	182.85
			CHECK TOTAL	182.85
79442	NORTH AMERICAN CORP	SANITATION SUPPLIES	RECREATION / REC ADMINISTRATION	315.51
		SANITATION SUPPLIES	RECREATION / SUNSET RACQUETBALL & FITNESS	315.51
		HAND SOAP REFILLS	RECREATION / REC ADMINISTRATION	82.20
		HAND SOAP REFILLS	RECREATION / SUNSET RACQUETBALL & FITNESS	82.20
			CHECK TOTAL	795.42

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79443	ORIGINAL ENTRY	NOV MONTHLY ACCOUNTING FEES	CORPORATE / PARKS ADMINISTRATION	475.00
		NOV MONTHLY ACCOUNTING FEES	RECREATION / REC ADMINISTRATION	475.00
			CHECK TOTAL	950.00
79444	TANYA OSIKA	REIMB CELL PHONE	RECREATION / REC ADMINISTRATION	30.00
		REIMB MILEAGE	RECREATION / REC ADMINISTRATION	25.00
			CHECK TOTAL	55.00
79445	CHRISTY POWELL	REIMB CELL PHONE	RECREATION / REC ADMINISTRATION	40.00
			CHECK TOTAL	40.00
79446	KELLY WALES	REIMB CELL PHONE	RECREATION / REC ADMINISTRATION	40.00
		REIMB MILEAGE	RECREATION / REC ADMINISTRATION	60.00
			CHECK TOTAL	100.00
79447	STEVENS STREET PROPERTIES	PH 38 RENTAL FEE NOV 2023	RECREATION / PLAYHOUSE 38	1,854.00
			CHECK TOTAL	1,854.00
79448	SUNBURST SPORTSWEAR	KZ STAFF CLOTHING	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	1,524.50
		KZ ASSIST COORD CLOTHING	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	244.00
		KZ COORD CLOTHING	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	302.10
			CHECK TOTAL	2,070.60
79449	OFFICIAL FINDERS LLC	ADULT SOFTBALL UMPIRES	RECREATION / ADULT SOFTBALL	120.00
		YOUTH SOFTBALL UMPIRES	RECREATION / GIRLS SOFTBALL	385.00
			CHECK TOTAL	505.00
79450	TRIANGLE MECHANICAL SVC., INC.	HVAC SENSOR REPAIR	RECREATION / SPRC	403.00
			CHECK TOTAL	403.00
79451	VALLEY LOCK CO., INC.	MINI GOLF KEYS	RECREATION / MINIATURE GOLF	19.40
		KEYS - BAILEY AND LAUREN	CORPORATE / PARKS ADMINISTRATION	77.34
			CHECK TOTAL	96.74
79452	VERIZON WIRELESS	MONTHLY CELL - REC	RECREATION / REC ADMINISTRATION	3.44
		MONTHLY CELL - PARKS	CORPORATE / PARKS ADMINISTRATION	98.80
		MONTHLY CELL - KZ AND CAMPS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	71.78
			CHECK TOTAL	174.02

DATE: 11/14/23  
TIME: 10:42:25  
ID: AP490000.WOW

GENEVA PARK DISTRICT  
WARRANT NUMBER 111723

PAGE: 17

FROM CHECK # 79354 TO CHECK # 79457

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79453	NICOLE VICKERS	REIMB CELL PHONE	RECREATION / REC ADMINISTRATION	60.00
			CHECK TOTAL	60.00
79454	NICOLE VICKERS	REIMB CELL PHONE USAGE	RECREATION / REC ADMINISTRATION	70.00
			CHECK TOTAL	70.00
79455	METRA GROUP TRAVEL	POLAR EXPRESS TRAIN 2023	RECREATION / NORTH POLE TRAIN	1,229.96
			CHECK TOTAL	1,229.96
79456	U.S. POSTAL SERVICE	2023 WINTER BROCHURE POSTAGE	RECREATION / PUBLIC INFORMATION	4,418.35
			CHECK TOTAL	4,418.35
79457	CHARLES TITUS	REISSUE PR CK 83966	RECREATION / ADMINISTRATIVE	170.43
			CHECK TOTAL	170.43
			WARRANT TOTAL	338,318.32

DATE: 11/14/23  
TIME: 14:42:55  
ID: AP490000.WOW

GENEVA PARK DISTRICT  
WARRANT NUMBER 111723

PAGE: 1

## General Unpaid

FROM CHECK # 79458 TO CHECK # 79486

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79458	ACE HARDWARE GENEVA	SCC PRESCHOOL BATHROOM SINK	RECREATION / SUNSET RACQUETBALL & FITNESS	8.99
		SIPHON FOR WINTERIZING BATHRMS	CORPORATE / PARKS ADMINISTRATION	7.19
		WATER HYDRANT KEYS	CORPORATE / PARKS ADMINISTRATION	21.58
		CHAIN FOR CHAINSAW	CORPORATE / PARKS ADMINISTRATION	37.99
		FUEL FOR CHAINSAWS & TRIMMERS	CORPORATE / PARKS ADMINISTRATION	207.98
			CHECK TOTAL	283.73
79459	ALARM DETECTION SYSTEMS, INC.	SPRC FIRE SYSTEM INSPECTION	RECREATION / SPRC	610.00
			CHECK TOTAL	610.00
79460	ALL STAR SPORTS INSTRUCTION	ASSI FALL 1 LEAGUES	RECREATION / TINY SLUGGERS- ASSI	1,691.20
		ASSI FALL 1 CLASSES	RECREATION / TINY SPORTS- ASSI	10,679.50
			CHECK TOTAL	12,370.70
79461	ALARIC DESIGNS LLC	INTERIOR DESIGN FALL 1 & 2 23	RECREATION / ADULT	210.00
			CHECK TOTAL	210.00
79462	BUMPER TO BUMPER	VAN GAS CAP	CORPORATE / PARKS ADMINISTRATION	14.99
		MOWER AIR FILTER	CORPORATE / PARKS ADMINISTRATION	14.59
		RTV FILTERS	CORPORATE / PARKS ADMINISTRATION	30.58
		2020 F150 BULBS	CORPORATE / PARKS ADMINISTRATION	19.96
		#113 SCAG BATTERY	CORPORATE / PARKS ADMINISTRATION	78.98
			CHECK TOTAL	159.10
79463	COM ED	COM ED - MC COMM PARK	CORPORATE / PARKS ADMINISTRATION	19.64
			CHECK TOTAL	19.64
79464	CONSERV FS, INC.	UNLEADED FUEL - PARK	CORPORATE / PARKS ADMINISTRATION	976.70
		UNLEADED FUEL - REC	RECREATION / REC ADMINISTRATION	108.53
			CHECK TOTAL	1,085.23
79465	COMCAST CABLE	COMCAST SVC - SPRC	RECREATION / SPRC	608.84
		COMCAST SVC - SCC	RECREATION / REC ADMINISTRATION	365.30
		COMCAST SVC - SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	243.54
		AUG COMCAST SVC - SCC	RECREATION / REC ADMINISTRATION	365.30
		AUG COMCAST SVC - SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	243.54
			CHECK TOTAL	1,826.52

FROM CHECK # 79458 TO CHECK # 79486

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79466	RAFAEL DAVALOS	FY 23-24 BOOT REIMBURSEMENT	CORPORATE / PARKS ADMINISTRATION	75.76
			CHECK TOTAL	75.76
79467	DESIGNSPRING GROUP, INC.	WINTER 23 BROCHURE REDESIGN	RECREATION / PUBLIC INFORMATION	1,000.00
		WINTER 23 BROCHURE PYMT 2 OF 2	RECREATION / PUBLIC INFORMATION	2,920.00
			CHECK TOTAL	3,920.00
79468	DISCOUNT TIRE	TRAILER 251 TIRES	CORPORATE / PARKS ADMINISTRATION	400.00
			CHECK TOTAL	400.00
79469	GORDON FLESCH COMPANY, INC.	FSP - PRINTER MONTHLY	RECREATION / PARK DISTRICT PRESCHOOL	183.00
		SPRC - PRINTER MONTHLY	RECREATION / SPRC	338.58
		SCC - PRINTER MONTHLY	RECREATION / REC ADMINISTRATION	952.83
		SCC - PRINTER MONTHLY	CORPORATE / PARKS ADMINISTRATION	635.23
			CHECK TOTAL	2,109.64
79470	GRAF TREE CARE, INC.	OLD MILL PK TREE REMOVAL	CORPORATE / PARKS ADMINISTRATION	690.00
		TREE INVENTORY	CORPORATE / PARKS ADMINISTRATION	1,700.00
		MEADOWS PK 2 ASH TREES REMOVAL	CORPORATE / PARKS ADMINISTRATION	2,100.00
			CHECK TOTAL	4,490.00
79471	ILLINOIS STATE POLICE	EMPLOYEE BACKGROUND CHECKS	RECREATION / REC ADMINISTRATION	90.00
		EMPLOYEE BACKGROUND CHECKS	CORPORATE / PARKS ADMINISTRATION	10.00
			CHECK TOTAL	100.00
79472	TRACY LAPSHIN	FENCING AUG SEPT 2023	RECREATION / MARTIAL ARTS	900.00
			CHECK TOTAL	900.00
79473	LANGUAGE IN ACTION, INC.	TODDLER SPANISH FALL 1 23	RECREATION / TODDLERS	345.00
		YOUTH SPANISH FALL 1 23	RECREATION / YOUTH	253.00
		ADULT SPANISH FALL 1 23	RECREATION / ADULT	552.00
			CHECK TOTAL	1,150.00
79474	LIFE FITNESS CORP	REPLACEMENT ELBOW PADS	RECREATION / SUNSET RACQUETBALL & FITNESS	141.61
		REPLACEMENT PIN AND CRIMP	RECREATION / SUNSET RACQUETBALL & FITNESS	45.36
		REPLACEMENT LANYARD	RECREATION / SUNSET RACQUETBALL & FITNESS	7.30
			CHECK TOTAL	194.27



FROM CHECK # 79458 TO CHECK # 79486

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79475	MAGIC OF GARY KANTOR	MAGIC 1 FALL 2023	RECREATION / YOUTH	49.50
			CHECK TOTAL	49.50
79476	MENARDS	PVC PIPEWRAP	CORPORATE / PARKS ADMINISTRATION	4.49
		SUN POOL PIPE HEATING CABLE	RECREATION / SUNSET POOL	28.50
		WINTERIZING MATERIALS	CORPORATE / PARKS ADMINISTRATION	54.98
		AAA BATTERIES - PFP	CORPORATE / PECK FARM	19.98
		SCC EXTERIOR FLOOD LIGHT	RECREATION / SUNSET RACQUETBALL & FITNESS	79.98
		SCC SECURITY LIGHT & VOLT TSTR	RECREATION / SUNSET RACQUETBALL & FITNESS	107.94
		PECK BREAKROOM SINK	CORPORATE / PECK FARM	69.99
		WINTER WORK GLOVES	CORPORATE / PARKS ADMINISTRATION	34.98
		SCC CUST OFFICE DOOR PARTS	RECREATION / SUNSET RACQUETBALL & FITNESS	15.23
			CHECK TOTAL	416.07
79477	NICOR GAS	NICOR - WHEELER MAINT	CORPORATE / PARKS ADMINISTRATION	214.87
		NICOR - GREENHOUSE	CORPORATE / PARKS ADMINISTRATION	219.12
		NICOR - WHEELER PARK	CORPORATE / PARKS ADMINISTRATION	62.63
		NICOR - PECK HOUSE	CORPORATE / PECK FARM	79.03
		NICOR - PECK MAINT	CORPORATE / PECK FARM	98.91
		NICOR - SCC	RECREATION / REC ADMINISTRATION	286.66
		NICOR - SRFC	RECREATION / SUNSET RACQUETBALL & FITNESS	98.85
		NICOR - SPRC	RECREATION / SPRC	323.65
		NICOR - POOL	RECREATION / SUNSET POOL	306.57
			CHECK TOTAL	1,690.29
79478	NORTH AMERICAN CORP	SANITATION SUPPLIES	RECREATION / SPRC	1,182.27
			CHECK TOTAL	1,182.27
79479	OFFICE DEPOT	3 HOLE PUNCH AND CALENDARS	RECREATION / REC ADMINISTRATION	51.26
			CHECK TOTAL	51.26
79480	SCHINDLER ELEVATOR CORPORATION	SPRC ELEVATOR ANN PRESSURE TST	RECREATION / SPRC	490.00
			CHECK TOTAL	490.00
79481	SKILLS GIVEN	SPRC GENERAL ATHLETIC CLASS	RECREATION / SPRC GENERAL ATHLETICS	525.00
			CHECK TOTAL	525.00
79482	SUNBURST SPORTSWEAR	PICKLEBALL BOO BASH SHIRTS	RECREATION / FITNESS CENTER PROG- NEW BLDG	176.68
			CHECK TOTAL	176.68

DATE: 11/14/23  
TIME: 14:42:55  
ID: AP490000.WOW

GENEVA PARK DISTRICT  
WARRANT NUMBER 111723

PAGE: 4

FROM CHECK # 79458 TO CHECK # 79486

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
79483	TEAM ILLINOIS LACROSSE, LLC	LACROSSE INSTR SPR SUM FALL 23	RECREATION / LACROSSE	1,428.00
			CHECK TOTAL	1,428.00
79484	OFFICIAL FINDERS LLC	GIRLS SOFTBALL UMPIRES 12U	RECREATION / GIRLS SOFTBALL	70.00
		ADULT SOFTBALL UMPIRES	RECREATION / ADULT SOFTBALL	80.00
		GIRLS SOFTBALL UMPIRES 10U	RECREATION / GIRLS SOFTBALL	70.00
			CHECK TOTAL	220.00
79485	ULTIMATE CLASSES & PARTIES	HOLIDAY AMER GIRL DOLL F 23	RECREATION / YOUTH	216.00
			CHECK TOTAL	216.00
79486	PREVENTATIVE MAINTENANCE SYS	ANNUAL INSPECTION 2018 FLATBED CORPORATE	/ PARKS ADMINISTRATION	45.00
		ANNUAL INSPECTION 2009 FLATBED CORPORATE	/ PARKS ADMINISTRATION	45.00
			CHECK TOTAL	90.00
			WARRANT TOTAL	36,439.66

DATE: 11/14/23  
TIME: 10:39:21  
ID: AP490000.WOW

GENEVA PARK DISTRICT  
WARRANT NUMBER 111723

PAGE: 1

## Construction Paid

FROM CHECK # 115989 TO CHECK # 116000

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
115989	CHASE CARD SERVICES	PUMPS - BUTTERFLY HSE/FROG PND	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	999.96
		PHONE WALL MOUNTS	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	107.40
		CONSTELLATION ON SITE - PHONE	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	600.00
		CREDIT CARD READERS	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	4,773.97
			CHECK TOTAL	6,481.33
115990	CROSSROAD CONSTRUCTION, INC.	MOORE SPRAY REPAIRS	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	18,657.00
			CHECK TOTAL	18,657.00
115991	GENEVA CUSD #304	IGA LEGAL	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST	1,055.18
			CHECK TOTAL	1,055.18
115992	WEED MAN	DON FORNI FALL TURF TREAT	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	1,400.00
		KAY LOVETT SPRING TURF TREAT	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	787.50
		BURGESS PK SPRING TURF TREAT	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	437.50
			CHECK TOTAL	2,625.00
115993	WILLOWBROOK FORD	2023 FORD MAVERICK HYBRID #2	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	27,375.26
			CHECK TOTAL	27,375.26
115994	EXCAL TECH	SERVER ROOM BATTERY REPLACEMNT	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	237.11
		SWITCH FOR SEAS COMP NET WORK	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	624.48
			CHECK TOTAL	861.59
115995	GENEVA CUSD #304	TABLE & CHAIR MAINT - HSS WAS	CONSTRUCTION / CAPITAL IMPROV. / EMERGENCY REPA	1,536.80
			CHECK TOTAL	1,536.80
115996	IMAGINE NATION LLC	HAWKS HOLLOW SPLASHPAD CONTROL	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	7,525.00
			CHECK TOTAL	7,525.00
115997	MARTENSON TURF PRODUCTS INC.	FIELD MARKING PAINT	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	1,125.26
			CHECK TOTAL	1,125.26
115998	THE RIGHT GUY CARPET	SCC CARPET CLEANING	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	1,957.16
			CHECK TOTAL	1,957.16
115999	TRIANGLE MECHANICAL SVC., INC.	SRFC LOCKER RM DISPLAY CONTROL	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	3,642.00
			CHECK TOTAL	3,642.00

DATE: 11/14/23  
TIME: 10:39:22  
ID: AP490000.WOW

GENEVA PARK DISTRICT  
WARRANT NUMBER 111723

PAGE: 2

FROM CHECK # 115989 TO CHECK # 116000

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
116000	WILLYGOAT	HAWKS HOLLOW XYLOPHONE	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	4,278.32
			CHECK TOTAL	4,278.32
			WARRANT TOTAL	77,119.90

Construction Unpaid

FROM CHECK # 116001 TO CHECK # 116009

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
116001	CENTRAL TREE SERVICE, LLC	JUNE PLAYGROUND MULCH #1	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	640.00
		JUNE PLAYGROUND MULCH #2	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	640.00
		JULY PLAYGROUND MULCH	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	1,280.00
		AUGUST PLAYGROUND MULCH	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	640.00
		OCTOBER PLAYGROUND MULCH #1	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	1,280.00
		OCTOBER PLAYGROUND MULCH #2	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	1,280.00
		CHECK TOTAL		5,760.00
116002	HAIGES MACHINERY, INC.	DRYER ELECTRODE REPLACEMENT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	120.64
		CHECK TOTAL		120.64
116003	E. HOFFMAN INC.	OLD MILL DECK BENCH CONFIGURE	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	2,800.00
		GARDEN CLUB PK PYMNT 4 FINAL	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	32,205.65
		OLD MILL PK OBS DECK REPLACE	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	7,485.00
		CHECK TOTAL		42,490.65
116004	J&R HERRA, INC.	MOP SINK UNCLOG AND REPAIR	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	650.00
		CHECK TOTAL		650.00
116005	MARTENSON TURF PRODUCTS INC.	SOCCER FIELDS PAINT	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	590.13
		CHECK TOTAL		590.13
116006	MAR-CO CLAY PRODUCTS INC.	BALLFIELD INFIELD MIX	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	16,824.31
		BALLFIELD INFIELD MIX	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	6,901.67
		CHECK TOTAL		23,725.98
116007	MENDEL PLUMBING & HEATING, INC	SUN PUMP HOUSE REPLUMB MAIN	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	8,760.00
		CHECK TOTAL		8,760.00
116008	THE SANCTUARY	FERTILIZER	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	9,988.50
		CHECK TOTAL		9,988.50
116009	TRUGREEN CHEMLAWN	FALL WEED TRTMENT - DRYDEN	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	479.25
		FALL WEED TRTMENT - MOORE	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	958.50
		FALL WEED TRTMENT - SUNSET	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	500.55
		FALL WEED TRTMENT - SAM HILL	CONSTRUCTION / CAPITAL IMPROV. / LANDSCAPING &	693.00
		CHECK TOTAL		2,631.30
		WARRANT TOTAL		94,717.20

**Geneva Park District Board Meeting**  
Superintendent of Finance and Personnel Report  
Submitted by Christy Powell  
November 20, 2023

**Monthly Reports**

Attached is the October Investment report and Revenue & Expenditure reports for your review.

**2nd Draft of 2023 Tax Levy Ordinance (#2023-10)**

The second draft of the 2023 Tax Levy Ordinance is included in your packets for review.  
There were no changes made to the ordinance since the first draft.

GENEVA PARK DISTRICT  
INVESTMENTS  
October 31, 2023

Blended Rate 4.01%

**General Account**

Checking Account	Harris Bank Checking	\$	444,608.41	0.00%
MM Acct.	Harris Bank Money Market	\$	3,754,871.44	2.33%
		\$	<b>4,199,479.85</b>	

Upcoming Bond Payments:

CBA 78bps	S2014 ARB	12/15/23	\$	824,145
	Ltd B&I 2023	12/15/23	\$	911,569

**Total** \$ 1,735,714

CD	12 mos	State Bank of Geneva	\$	49,245.09	4.00%	12/09/23
CD	12 mos	Beal Bank USA	\$	100,000.00	4.70%	11/29/23
CD	12 mos	Oklahoma's Cr Union	\$	100,000.00	5.00%	12/14/23
CD	12 mos	General Electric Cr Union	\$	100,000.00	5.00%	01/30/24
CD	12 mos	Grow Financial Credit Union	\$	100,000.00	5.05%	02/26/24
CD	12 mos	JP Morgan Chase	\$	200,000.00	4.95%	03/18/24
CD	12 mos	First Technology FCU	\$	100,000.00	5.15%	05/10/24
CD	12 mos	Oregon Community Cr Union	\$	100,000.00	5.45%	06/20/24
CD	12 mos	Valley National Bank	\$	100,000.00	5.35%	06/26/24
CD	12 mos	Trustone Financial	\$	100,000.00	5.50%	07/16/24
CD	12 mos	Bluepeak Credit Union	\$	100,000.00	5.60%	08/09/24
CD	12 mos	Bluepeak Credit Union	\$	150,000.00	5.75%	09/13/24
CD	12 mos	All In Federal Credit Union	\$	100,000.00	5.70%	10/31/24
IPDLAF		IPDLAF	\$	10,954.76	5.26%	
IMET		Convenience Fund		6,731,703.12	4.90%	
IMET		1-3 Year Fund		-	0.00%	
		<b>TOTAL</b>	<b>\$</b>	<b>8,141,902.97</b>		
		<b>Grand Total General</b>	<b>\$</b>	<b>12,341,382.82</b>		

**Construction Account**

Harris Checking	Harris Bank Checking	\$	601,186.32	0.00%	CBA 78bps
Harris MM	Harris Money Market	\$	1,601,183.89	2.33%	
		\$	<b>2,202,370.21</b>		

GPD Bonds	S2023 Limited Bonds	\$	1,758,635.00	4.75%
-----------	---------------------	----	--------------	-------

CD	12 mos	State Bank of Geneva	\$	33,693.74	4.00%	12/09/23
IPDLAF		IPDLAF	\$	4,614.83	5.26%	
IMET		Convenience Fund		4,668,231.77	4.90%	
IMET		1-3 Year Fund		-	0.00%	
		<b>SUBTOTAL</b>	<b>\$</b>	<b>6,465,175.34</b>		
		<b>Grand Total Construction</b>	<b>\$</b>	<b>8,667,545.55</b>		

**GPD/GSD304 Western Ave. Gym**

CD	21 mo	U.S. Bank	\$	143,502.00	4.85%	09/14/24
		<b>GPD Portion of CD</b>	<b>\$</b>	<b>71,751.00</b>		

**GPD/GSD304 Harrison St. Gym**

CD	21 mo	U.S. Bank	\$	92,509.35	4.85%	09/14/24
		<b>GPD Portion of CD</b>	<b>\$</b>	<b>46,254.68</b>		

Notes: All investments are fully collateralized (>110%) and/or covered by FDIC and/or invested in fully guaranteed US Back Government Securities per the Park District's Investment Policy.

Geneva Park District  
Revenue and Expenditure Report  
For October 31, 2023

Monthly % of Annual Budget

50%

	October Actual	YTD Actual	Annual Budget	% of Budget	
<b>GENERAL FUND REVENUES</b>					
Real Estate Taxes	\$ 537,582	\$ 4,523,573	\$ 4,425,000	102%	(a)
Replacement Taxes	21,659	84,326	100,000	84%	
Investment Income	21,448	109,295	50,000	219%	
Reimbursements	51	3,868	10,000	39%	
Rentals & Leases	250	3,030	5,000	61%	
Peck Farm Receipts	465	35,906	38,750	93%	
Camp Coyote- Peck Farm Camp	-	67,731	67,000	101%	(b)
Camp Adventure - Peck Farm Camp	-	29,218	30,000	97%	(b)
Birthday Parties- Peck Farm	650	3,320	4,500	74%	
Learn from the Experts- Peck Farm	-	1,040	14,000	7%	
Peck Farm General Programs	996	7,339	19,000	39%	
Community Garden	-	6,698	5,200	129%	
Peck Farm School/Scout Groups	485	3,702	6,000	62%	
<b>Total Revenues</b>	<b>\$ 583,586</b>	<b>\$ 4,879,044</b>	<b>\$ 4,774,450</b>	<b>102%</b>	
<b>GENERAL FUND EXPENDITURES</b>					
Administration	\$ 219,344	\$ 1,430,909	\$ 4,562,200	31%	
Peck Farm	9,611	63,834	136,200	47%	
Camp Coyote- Peck Farm Camp	78	57,620	38,000	152%	
Camp Adventure- Peck Farm Camp	-	21,112	9,800	215%	
Birthday Parties- Peck Farm	-	450	1,250	36%	
Learn from the Experts- Peck Farm	-	773	10,500	7%	
Peck Farm General Programs	199	1,902	4,000	48%	
Community Garden	642	4,715	4,600	102%	
Peck Farm School/Scout Groups	-	86	400	21%	
Moore Spray Park	1,297	6,453	7,500	86%	
<b>Total Expenditures</b>	<b>\$ 231,172</b>	<b>\$ 1,587,853</b>	<b>\$ 4,774,450</b>	<b>33%</b>	
<b>Total General Fund Net Surplus (Deficit)</b>	<b>\$ 352,414</b>	<b>\$ 3,291,191</b>	<b>\$ -</b>	<b>n/a</b>	



Geneva Park District  
Revenue and Expenditure Report  
For October 31, 2023

Monthly % of Annual Budget

50%

	October Actual	YTD Actual	Annual Budget	% of Budget	
<b>RECREATION FUND REVENUES</b>					
Real Estate Taxes	\$ 216,583	\$ 1,822,473	\$ 1,810,000	101%	(a)
Replacement Taxes	21,659	84,326	100,000	84%	
Investment Income	21,597	109,675	50,000	219%	
Public Information- Advertising & Sponsorships	1,200	17,757	15,000	118%	
Community Center Rentals	3,025	8,868	8,500	104%	
General Recreation	2,956	136,684	197,050	69%	
Playhouse 38	10,387	45,039	59,000	76%	
Preschool/ Toddler	46,096	177,061	437,000	41%	(c)
Active Older Adults	342	46,665	27,500	170%	
Dance	4,649	61,623	123,000	50%	
Camps	-	478,382	378,500	126%	(b)
Contracted & Co-op	1,124	14,084	17,200	82%	
Special Events	5,028	39,309	87,400	45%	
Tennis	908	13,407	25,000	54%	
Tumbling/ Gymnastics/Cheerleading	25,739	110,655	162,500	68%	
Baseball/ Softball	22,007	85,499	96,000	89%	
General Athletics	43,937	213,095	354,400	60%	
Sunset Racquetball & Fitness	14,870	92,366	168,100	55%	
Pool	-	731,835	700,050	105%	(d)
Mini Golf	1,894	122,899	111,500	110%	
After School Programs	120,598	391,889	1,029,500	38%	(e)
Scholarships	-	-	7,000	0%	(f)
SPRC	49,117	270,366	586,750	46%	
<b>Total Revenues</b>	<b>\$ 613,717</b>	<b>\$ 5,073,957</b>	<b>\$ 6,550,950</b>	<b>77%</b>	
<b>RECREATION FUND EXPENDITURES</b>					
Administration	\$ 133,531	\$ 861,241	\$ 2,746,890	31%	
Public Information	776	49,246	108,800	45%	
Community Center Rentals	-	375	1,500	25%	
General Recreation	10,927	66,558	108,575	61%	
Playhouse 38	5,203	25,540	61,750	41%	
Preschool/ Toddler	25,340	169,526	373,350	45%	
Active Older Adults	1,611	40,758	19,500	209%	
Dance	11,219	25,259	57,550	44%	
Camps	-	310,932	295,450	105%	
Contracted & Co-op	2,751	5,618	13,400	42%	
Special Events	5,985	23,133	60,225	38%	
Tennis	866	8,484	16,250	52%	
Tumbling/ Gymnastics/Cheerleading	9,049	51,117	118,200	43%	
Baseball/ Softball	3,401	34,121	42,750	80%	
General Athletics	5,961	84,789	238,150	36%	
Ice Rinks	-	-	-	0%	
Gymnasiums	1,097	7,277	52,000	14%	
Sunset Racquetball & Fitness	13,498	74,836	145,910	51%	
Pool	6,056	717,426	672,125	107%	
Mini Golf	1,913	49,345	48,025	103%	
After School Programs	55,410	263,385	866,950	30%	
Scholarships	-	6,814	7,000	97%	(f)
SPRC	39,399	231,522	496,600	47%	
<b>Total Expenditures</b>	<b>\$ 333,994</b>	<b>\$ 3,107,306</b>	<b>\$ 6,550,950</b>	<b>47%</b>	
<b>Total Recreation Fund Net Surplus (Deficit)</b>	<b>\$ 279,723</b>	<b>\$ 1,966,652</b>	<b>\$ -</b>	<b>n/a</b>	

Geneva Park District  
Revenue and Expenditure Report  
For October 31, 2023

Monthly % of Annual Budget

50%

	October Actual	YTD Actual	Annual Budget	% of Budget	
<b>LIABILITY FUND REVENUES</b>					
Real Estate Taxes	\$ 12,292	\$ 103,436	\$ 100,000	103%	(a)
Replacement Taxes	1,083	4,216	5,000	84%	
Investment Income	21	125	250	50%	
PDRMA Reimbursements	-	1,000	1,500	67%	
Transfers	-	-	78,250	0%	
<b>Total Revenues</b>	<b>\$ 13,396</b>	<b>\$ 108,777</b>	<b>\$ 185,000</b>	<b>59%</b>	
<b>LIABILITY FUND EXPENDITURES</b>					
Liability Insurance	\$ 33,241	\$ 66,483	\$ 160,000	42%	(g)
State Unemployment	-	-	25,000	0%	
<b>Total Expenditures</b>	<b>\$ 33,241</b>	<b>\$ 66,483</b>	<b>\$ 185,000</b>	<b>36%</b>	
<b>Total Liability Fund Net Surplus (Deficit)</b>	<b>\$ (19,845)</b>	<b>\$ 42,295</b>	<b>\$ -</b>	<b>n/a</b>	

<b>IMRF FUND REVENUES</b>					
Real Estate Taxes	\$ 13,281	\$ 111,758	\$ 110,000	102%	(a)
Replacement Taxes	3,899	15,179	18,000	84%	
Investment Income	125	750	1,500	50%	
Transfer from Recreation Programs & Fund Balance	-	-	100,500	0%	
<b>Total Revenues</b>	<b>\$ 17,305</b>	<b>\$ 127,687</b>	<b>\$ 230,000</b>	<b>56%</b>	
<b>IMRF FUND EXPENDITURES</b>					
IMRF Expense	\$ 10,092	\$ 65,730	\$ 230,000	29%	
<b>Total Expenditures</b>	<b>\$ 10,092</b>	<b>\$ 65,730</b>	<b>\$ 230,000</b>	<b>29%</b>	
<b>Total IMRF Fund Net Surplus (Deficit)</b>	<b>\$ 7,213</b>	<b>\$ 61,956</b>	<b>\$ -</b>	<b>n/a</b>	

<b>AUDIT FUND REVENUES</b>					
Real Estate Taxes	\$ 503	\$ 4,235	\$ 3,000	141%	(a)
Replacement Taxes	\$ 650	\$ 2,530	\$ 3,000	84%	
Transfer from Fund Balance	-	-	7,450	n/a	
<b>Total Revenues</b>	<b>\$ 1,153</b>	<b>\$ 6,765</b>	<b>\$ 13,450</b>	<b>50%</b>	
<b>AUDIT FUND EXPENDITURES</b>					
Audit Expense	\$ 2,000	\$ 13,450	\$ 13,450	100%	
<b>Total Expenditures</b>	<b>\$ 2,000</b>	<b>\$ 13,450</b>	<b>\$ 13,450</b>	<b>100%</b>	
<b>Total Audit Fund Net Surplus (Deficit)</b>	<b>\$ (847)</b>	<b>\$ (6,685)</b>	<b>\$ -</b>	<b>n/a</b>	

<b>SOCIAL SECURITY FUND REVENUES</b>					
Real Estate Taxes	\$ 44,940	\$ 378,157	\$ 374,500	101%	(a)
Replacement Taxes	2,816	10,962	13,000	84%	
Investment Income	208	1,250	2,500	50%	
Transfer from Recreation Programs	-	-	-	0%	
Transfer from Fund Balance	-	-	-	0%	
<b>Total Revenues</b>	<b>\$ 47,964</b>	<b>\$ 390,369</b>	<b>\$ 390,000</b>	<b>100%</b>	
<b>SOCIAL SECURITY FUND EXPENDITURES</b>					
FICA/ Medicare	\$ 24,261	\$ 224,569	\$ 390,000	58%	
<b>Total Expenditures</b>	<b>\$ 24,261</b>	<b>\$ 224,569</b>	<b>\$ 390,000</b>	<b>58%</b>	
<b>Total Social Security Fund Net Surplus (Deficit)</b>	<b>\$ 23,704</b>	<b>\$ 165,800</b>	<b>\$ -</b>	<b>n/a</b>	

Geneva Park District  
Revenue and Expenditure Report  
For October 31, 2023

Monthly % of Annual Budget

50%

	October Actual	YTD Actual	Annual Budget	% of Budget
<b>FVSRA FUND REVENUES</b>				
Real Estate Taxes	\$ 49,946	\$ 420,279	\$ 420,000	100%
Transfer from Fund Balance	-	-	500,000	0% (a)
<b>Total Revenues</b>	<b>\$ 49,946</b>	<b>\$ 420,279</b>	<b>\$ 920,000</b>	<b>46%</b>
<b>FVSRA FUND EXPENDITURES</b>				
Contractual Services	\$ 32,579	\$ 37,048	\$ 55,000	67%
ADA Structural Improvements	-	8,494	599,618	1%
FVSRA- Program Payments	132,691	265,382	265,382	100% (h)
<b>Total Expenditures</b>	<b>\$ 165,270</b>	<b>\$ 310,924</b>	<b>\$ 920,000</b>	<b>34%</b>
<b>Total FVSRA Fund Net Surplus (Deficit)</b>	<b>\$ (115,324)</b>	<b>\$ 109,355</b>	<b>\$ -</b>	<b>n/a</b>

<b>BOND &amp; INTEREST FUND REVENUES</b>				
Real Estate Taxes	\$ 107,945	\$ 908,324	\$ 911,569	100% (a)
<b>Total Revenues</b>	<b>\$ 107,945</b>	<b>\$ 908,324</b>	<b>\$ 911,569</b>	<b>100%</b>
<b>BOND &amp; INTEREST FUND EXPENDITURES</b>				
Bond Payments	\$ -	\$ -	\$ 911,569	0% (i)
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 911,569</b>	<b>0%</b>
<b>Total Bond &amp; Interest Fund Net Surplus (Deficit)</b>	<b>\$ 107,945</b>	<b>\$ 908,324</b>	<b>\$ -</b>	<b>n/a</b>

<b>CONSTRUCTION FUND REVENUES</b>				
Reimbursements	\$ -	\$ 1,766	\$ 75,000	2%
Bond Issue	-	-	-	0%
Farming Revenue	-	-	1,000	0%
Grant Revenue	-	300,000	600,000	50%
Donations	-	10,000	10,000	100%
Land Cash Revenue	-	-	50,000	0%
Investment Income	22,447	79,667	50,000	159%
Audit Transfer	-	-	1,800,000	0%
<b>Total Revenues</b>	<b>\$ 22,447</b>	<b>\$ 391,433</b>	<b>\$ 2,586,000</b>	<b>15%</b>
<b>CONSTRUCTION FUND EXPENDITURES</b>				
Planning/ Architect/ Engineering	\$ 2,004	\$ 38,455	\$ 237,000	16%
Buildings & Improvements	10,363	422,647	2,089,348	20%
Parks/ Playground Improvements/ Acquisitions	20,786	199,876	1,787,104	11%
Landscaping & Groundskeeping	2,737	22,982	81,500	28%
Operating Equipment & Vehicles	43,021	149,183	313,319	48%
Recreation Equipment/ Repairs	-	-	3,000	0%
Emergency Repairs/ Replacements	5,326	28,420	422,075	7%
<b>Total Expenditures</b>	<b>\$ 84,237</b>	<b>\$ 861,562</b>	<b>\$ 4,933,346</b>	<b>17%</b>
<b>Total Construction Fund Net Surplus (Deficit)</b>	<b>\$ (61,790)</b>	<b>\$ (470,129)</b>	<b>\$ (2,347,346)</b>	<b>n/a</b>

(a) Majority of real estate taxes are received in the months of June and September.

(b) All camp revenue collected in Mar & Apr, the prior fiscal year, for camps held in the Summer have been accrued and recognized as revenue in May.

(c) Program revenue for the Preschool program is received during the school year Aug - Apr. Whereas expenditures remain level throughout the year.

(d) Pool Membership Pass revenue collected in Mar & Apr, the prior fiscal year, for Summer have been accrued and recognized as revenue.

(e) Revenue for the before and after school program is received during the school year Aug thru Apr.

(f) A large majority of this revenue is received from proceeds from the Harvest Hustle. Expenditures are recorded thru out the year to reflect program expense whereby scholarship participants have participated throughout the year.

(g) Payments for liability insurance are made on a quarterly basis in the months of July, October, January and April

(h) FVSRA payments are scheduled to be made in the months of June and November.

**Geneva Park District  
Revenue and Expenditure Report  
For October 31, 2023**

**Monthly % of Annual Budget                      50%**

	October Actual	YTD Actual	Annual Budget	% of Budget
--	-------------------	---------------	------------------	----------------

(i) Bond payments are made in the months of June and December.

DATE: 11/14/2023  
TIME: 16:09:26  
ID: GL47GP02.WOW

GENEVA PARK DISTRICT  
DETAILED REVENUE & EXPENSE REPORT  
MONTH ACTUAL W/FYTD AND FY BUDGET W/\$ REMAINING

PAGE: 1  
F-YR: 24

FUND: RECREATION  
FOR 6 PERIODS ENDING OCTOBER 31, 2023

ACCOUNT NUMBER	DESCRIPTION	OCTOBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
PLAYHOUSE 38					
REVENUES					
RECEIPTS					
02-2313-4-0000-11	PROGRAM FEES	7,941.00	28,487.85	32,000.00	3,512.15
02-2313-4-0000-23	TICKET SALES	2,025.00	12,240.58	24,000.00	11,759.42
02-2313-4-0000-39	SPONSORSHIP / ADVERTISING FEES	0.00	580.00	500.00	(80.00)
02-2313-4-0000-77	CONCESSIONS	421.00	3,730.88	2,500.00	(1,230.88)
TOTAL RECEIPTS		10,387.00	45,039.31	59,000.00	13,960.69
SALARIES & WAGES					
02-2313-5-0000-10	SALARIES & WAGES	1,800.00	7,146.75	24,000.00	16,853.25
TOTAL SALARIES & WAGES		1,800.00	7,146.75	24,000.00	16,853.25
CONTRACTUAL SERVICES					
02-2313-6-0000-05	WATER & SEWER	0.00	0.00	0.00	0.00
02-2313-6-0000-06	NATURAL GAS	52.06	317.07	850.00	532.93
02-2313-6-0000-07	ELECTRIC	148.12	1,064.02	1,300.00	235.98
02-2313-6-0000-09	ADVERTISING & PRINTING	0.00	0.00	100.00	100.00
02-2313-6-0000-11	PROFESSIONAL SERVICES	112.65	1,927.44	7,000.00	5,072.56
02-2313-6-0000-12	RENTAL FEES	1,854.00	11,124.00	24,000.00	12,876.00
TOTAL CONTRACTUAL SERVICES		2,166.83	14,432.53	33,250.00	18,817.47
COMMODITIES					
02-2313-7-0000-01	OFFICE SUPPLIES	0.00	0.00	0.00	0.00
02-2313-7-0000-18	CLOTHING	0.00	0.00	0.00	0.00
02-2313-7-0000-25	PROGRAM OPERATING SUPPLIES	965.73	2,296.44	3,000.00	703.56
02-2313-7-0000-28	CONCESSION SUPPLIES	270.48	1,664.60	1,500.00	(164.60)
TOTAL COMMODITIES		1,236.21	3,961.04	4,500.00	538.96
MAINTENANCE / CAPITAL					
02-2313-8-0000-23	EQUIPMENT	0.00	0.00	0.00	0.00
TOTAL MAINTENANCE / CAPITAL		0.00	0.00	0.00	0.00
TOTAL REVENUES: PLAYHOUSE 38		10,387.00	45,039.31	59,000.00	13,960.69
EXPENSES					
DEPT. SUMMARY:					
TOTAL REVENUE		10,387.00	45,039.31	59,000.00	13,960.69
TOTAL EXPENSE		5,203.04	25,540.32	61,750.00	36,209.68
NET SURPLUS (DEFICIT)		5,183.96	19,498.99	(2,750.00)	(22,248.99)

DATE: 11/14/2023  
TIME: 16:09:26  
ID: GL47GP02.WOW

GENEVA PARK DISTRICT  
DETAILED REVENUE & EXPENSE REPORT  
MONTH ACTUAL W/FYTD AND FY BUDGET W/\$ REMAINING

PAGE: 2  
F-YR: 24

FUND: RECREATION  
FOR 6 PERIODS ENDING OCTOBER 31, 2023

ACCOUNT NUMBER	DESCRIPTION	OCTOBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
-----					
TOTAL FUND REVENUES		10,387.00	45,039.31	59,000.00	13,960.69
TOTAL FUND EXPENSES		5,203.04	25,540.32	61,750.00	36,209.68
FUND SURPLUS (DEFICIT)		5,183.96	19,498.99	(2,750.00)	(22,248.99)

FUND: CORPORATE

COMMUNITY CENTER RENTALS				
REVENUES				
RECEIPTS	3,025	8,867	4,249	(4,617)
EXPENSES				
SALARIES / WAGES	0	374	750	375
CONTRACTUAL SERVICES	0	0	0	0
TOTAL EXPENSES: COMMUNITY CENTER RENTALS	0	374	750	375
NET SURPLUS (DEFICIT)	3,025	8,492	3,499	(4,992)

GENERAL RECREATION				
REVENUES				
RECEIPTS	13,343	181,722	128,024	(53,697)
EXPENSES				

		FUND: CORPORATE		31, 2023	
		FOR 6 PERIODS ENDING			
ACCOUNT NUMBER	DESCRIPTION	OCTOBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
GENERAL RECREATION					
	SALARIES / WAGES	6,191	35,222	43,674	8,452
	CONTRACTUAL SERVICES	8,850	52,060	38,012	(14,048)
	COMMODITIES	1,088	4,815	3,474	(1,340)
	MAINTENANCE / CAPITAL INVEST.	0	0	0	0
TOTAL EXPENSES: GENERAL RECREATION		16,130	92,098	85,162	(6,936)
NET SURPLUS (DEFICIT)		(2,787)	89,624	42,862	(46,761)
PRESCHOOL					
REVENUES					
	RECEIPTS	46,096	177,060	218,499	41,439
EXPENSES					
	SALARIES / WAGES	23,214	146,025	163,999	17,974
	CONTRACTUAL SERVICES	1,965	16,362	17,299	937
	COMMODITIES	47	5,643	3,824	(1,818)
	MAINTENANCE / CAPITAL INVEST.	113	1,494	1,549	55
TOTAL EXPENSES: PRESCHOOL		25,340	169,526	186,674	17,148
NET SURPLUS (DEFICIT)		20,755	7,534	31,825	24,290
ACTIVE OLDER ADULTS					
REVENUES					
	RECEIPTS	342	46,665	13,749	(32,915)
EXPENSES					
	SALARIES / WAGES	302	1,936	2,499	563
	CONTRACTUAL SERVICES	1,308	38,822	7,249	(31,572)
	COMMODITIES	0	0	0	0
TOTAL EXPENSES: ACTIVE OLDER ADULTS		1,610	40,758	9,749	(31,008)
NET SURPLUS (DEFICIT)		(1,268)	5,906	4,000	(1,906)
DANCE					
REVENUES					
	RECEIPTS	4,648	61,622	61,499	(123)
EXPENSES					
	SALARIES / WAGES	2,106	13,001	14,949	1,948
	CONTRACTUAL SERVICES	0	1,795	4,124	2,329
	COMMODITIES	9,113	10,462	9,699	(762)
TOTAL EXPENSES: DANCE		11,219	25,259	28,774	3,515
NET SURPLUS (DEFICIT)		(6,570)	36,363	32,725	(3,638)
CAMPS					
REVENUES					
	RECEIPTS	0	478,382	189,249	(289,132)
EXPENSES					



ACCOUNT NUMBER	DESCRIPTION	OCTOBER ACTUAL	YEAR-TO-DATE ACUAL	YEAR BUDGET	\$ REMAINING
-----					
CAMPS					
	SALARIES / WAGES	0	262,019	120,499	(141,519)
	CONTRACTUAL SERVICES	0	39,484	21,099	(18,384)
	COMMODITIES	0	9,428	6,124	(3,303)
	TOTAL EXPENSES: CAMPS	0	310,931	147,724	(163,207)
-----					
	NET SURPLUS (DEFICIT)	0	167,450	41,525	(125,925)
CONTRACTED					
	REVENUES				
	RECEIPTS	964	6,798	6,099	(698)
	EXPENSES				
	CONTRACTUAL SERVICES	0	1,848	4,349	2,501
	NET SURPLUS (DEFICIT)	964	4,950	1,750	(3,199)
-----					
CO-OPS					
	REVENUES				
	RECEIPTS	160	7,286	2,499	(4,786)
	RECEIPTS	160	7,286	2,499	(4,786)
EXPENSES					
	CONTRACTUAL SERVICES	2,750	3,769	2,349	(1,419)
	TOTAL EXPENSES: CO-OPS	2,750	3,769	2,349	(1,419)
-----					
	NET SURPLUS (DEFICIT)	(2,590)	3,516	150	(3,366)
SPECIAL EVENTS					
	REVENUES				
	RECEIPTS	5,028	39,309	43,699	4,390
	RECEIPTS	5,028	39,309	43,699	4,390
EXPENSES					
	SALARIES / WAGES	246	246	649	403
	CONTRACTUAL SERVICES	2,892	14,447	10,899	(3,547)
	COMMODITIES	2,845	8,439	17,962	9,523
	--- UNDEFINED CODE ---	0	0	600	0
	NET SURPLUS (DEFICIT)	(956)	16,176	13,587	(2,588)
-----					
TENNIS					
	REVENUES				
	RECEIPTS	908	13,407	12,499	(907)
	RECEIPTS	908	13,407	12,499	(907)
EXPENSES					

		FUND: CORPORATE FOR 6 PERIODS ENDING		31, 2023	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
ACCOUNT NUMBER	DESCRIPTION	OCTOBER ACTUAL					
-----							
TENNIS							
	SALARIES / WAGES	0			0	0	0
	CONTRACTUAL SERVICES	865			8,484	8,124	(359)
	TOTAL EXPENSES: TENNIS	865			8,484	8,124	(359)
-----							
	NET SURPLUS (DEFICIT)	42			4,922	4,375	(547)
-----							
GYMNASTICS/TUMBLING							
REVENUES							
	RECEIPTS	25,739			110,654	81,249	(29,405)
	RECEIPTS	25,739			110,654	81,249	(29,405)
-----							
EXPENSES							
	SALARIES / WAGES	7,249			46,736	44,499	(2,236)
	CONTRACTUAL SERVICES	1,375			2,365	9,374	7,009
	COMMODITIES	424			2,015	4,974	2,959
	MAINTENANCE / CAPITAL INVEST.	0			0	249	0
	TOTAL EXPENSES: GYMNASTICS/TUMBLING	9,049			51,117	59,099	7,982
-----							
	NET SURPLUS (DEFICIT)	16,689			59,537	22,150	(37,387)
-----							
BASEBALL & SOFTBALL							
REVENUES							
	RECEIPTS	22,007			85,499	47,999	(37,499)
	RECEIPTS	22,007			85,499	47,999	(37,499)
-----							
EXPENSES							
	SALARIES / WAGES	1,250			8,077	3,999	(4,077)
	CONTRACTUAL SERVICES	1,741			8,549	5,499	(3,049)
	COMMODITIES	410			17,494	11,874	(5,619)
	EQUIPMENT REPAIR	0			0	0	0
	TOTAL EXPENSES: BASEBALL & SOFTBALL	3,401			34,121	21,374	(12,746)
-----							
	NET SURPLUS (DEFICIT)	18,606			51,378	26,625	(24,752)
-----							
GENERAL ATHLETICS							
REVENUES							
	RECEIPTS	43,937			213,095	177,199	(35,895)
	RECEIPTS	43,937			213,095	177,199	(35,895)
-----							
EXPENSES							
	SALARIES / WAGES	160			11,365	26,024	14,659
	CONTRACTUAL SERVICES	5,800			73,330	89,174	15,843

FUND: CORPORATE  
FOR 6 PERIODS ENDING 31, 2023

ACCOUNT NUMBER	DESCRIPTION	OCTOBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
-----					
GENERAL ATHLETICS					
COMMODITIES		0	92	3,874	3,782
TOTAL EXPENSES: GENERAL ATHLETICS		5,960	84,788	119,074	34,285
-----					
NET SURPLUS(DEFICIT)		37,976	128,306	58,125	(70,181)
ICE RINKS					
EXPENSES					
SALARIES / WAGES		0	0	0	0
COMMODITIES		0	0	0	0
TOTAL EXPENSES: ICE RINKS		0	0	0	0
-----					
NET SURPLUS(DEFICIT)		0	0	0	0
GYMNASIUMS					
EXPENSES					
SALARIES / WAGES		1,096	7,277	14,250	6,972
CONTRACTUAL SERVICES		0	0	11,749	0
TOTAL EXPENSES: GYMNASIUMS		1,096	7,277	25,999	18,722
-----					
NET SURPLUS(DEFICIT)		(1,096)	(7,277)	(25,999)	(18,722)
FITNESS CENTER					
REVENUES					
RECEIPTS		14,870	92,365	84,049	(8,316)
RECEIPTS		14,870	92,365	84,049	(8,316)
EXPENSES					
SALARIES / WAGES		8,544	51,311	46,875	(4,436)
CONTRACTUAL SERVICES		2,378	12,714	17,607	4,893
COMMODITIES		1,295	5,513	4,972	(541)
MAINTENANCE / CAPITAL INVEST.		1,280	5,296	3,499	(1,796)
TOTAL EXPENSES: FITNESS CENTER		13,498	74,835	72,954	(1,880)
-----					
NET SURPLUS(DEFICIT)		1,371	17,530	11,094	(6,435)
POOL					
REVENUES					
RECEIPTS		0	731,834	350,024	(381,810)
RECEIPTS		0	731,834	350,024	(381,810)
EXPENSES					
SALARIES / WAGES		0	498,800	243,087	(255,713)
CONTRACTUAL SERVICES		4,056	108,100	50,699	(57,400)

		FUND: CORPORATE		31, 2023	
		FOR 6 PERIODS ENDING			
ACCOUNT NUMBER	DESCRIPTION	OCTOBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
-----					
POOL					
	COMMODITIES	1,627	86,959	38,024	(48,934)
	MAINTENANCE / CAPITAL INVEST.	372	23,565	4,249	(19,315)
	TOTAL EXPENSES: POOL	6,056	717,426	336,061	(381,364)
NET SURPLUS (DEFICIT)		(6,056)	14,408	13,962	(445)
-----					
MINI GOLF					
REVENUES					
	RECEIPTS	1,893	122,899	55,749	(67,149)
	RECEIPTS	1,893	122,899	55,749	(67,149)
EXPENSES					
	SALARIES / WAGES	1,207	39,403	18,699	(20,703)
	CONTRACTUAL SERVICES	297	1,164	1,737	572
	COMMODITIES	408	8,330	3,449	(4,880)
	MAINTENANCE / CAPITAL INVEST.	0	446	124	(321)
	TOTAL EXPENSES: MINI GOLF	1,913	49,345	24,012	(25,333)
NET SURPLUS (DEFICIT)		(19)	73,553	31,737	(41,816)
-----					
AFTER SCHOOL PROGRAMS					
REVENUES					
	RECEIPTS	120,597	391,889	518,249	126,360
	RECEIPTS	120,597	391,889	518,249	126,360
EXPENSES					
	SALARIES/WAGES	42,394	184,143	245,999	61,856
	CONTRACTUAL SERVICES	11,077	68,712	171,724	103,012
	COMMODITIES	1,937	10,174	14,299	4,125
	MAINTENANCE/CAPITAL INVESTMTS	0	7,168	4,949	(2,218)
	TOTAL EXPENSES: AFTER SCHOOL PROGRAMS	55,409	270,199	436,974	166,775
NET SURPLUS (DEFICIT)		65,188	121,689	81,275	(40,414)
-----					
UNDEFINED GROUP					
REVENUES					
	RECEIPTS	49,117	270,366	293,374	23,008
	RECEIPTS	49,117	270,366	293,374	23,008
EXPENSES					
	SALARIES/ WAGES	21,495	123,721	145,424	21,703
	CONTRACTUAL SERVICES	13,227	79,066	77,224	(1,841)

FUND: CORPORATE					
FOR 6 PERIODS ENDING 31, 2023					
ACCOUNT NUMBER	DESCRIPTION	OCTOBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
-----					
UNDEFINED GROUP					
	COMMODITIES	3,224	14,400	15,549	1,148
	MAINTENANCE/ CAPITAL INVEST.	1,450	14,333	10,099	(4,233)
	TOTAL EXPENSES: UNDEFINED GROUP	39,398	231,522	248,299	16,776
NET SURPLUS (DEFICIT)		9,718	38,843	45,075	6,231
TOTAL FUND REVENUES		613,716	5,073,957	3,275,472	(1,798,484)
TOTAL FUND EXPENSES		333,993	3,107,305	3,275,469	168,163
SURPLUS (DEFICIT)		279,722	1,966,651	3	(1,966,648)
FUND: CORPORATE					
LIABILITY INSURANCE					
REVENUES					
	RECEIPTS	13,396	108,777	92,499	(16,277)
	RECEIPTS	13,396	108,777	92,499	(16,277)
EXPENSES					
	SPECIAL FUND EXPENSE	33,241	66,482	92,499	26,017
	TOTAL EXPENSES: LIABILITY INSURANCE	33,241	66,482	92,499	26,017
NET SURPLUS (DEFICIT)		(19,845)	42,294	(0)	(42,294)
TOTAL FUND REVENUES		13,396	108,777	92,499	(16,277)
TOTAL FUND EXPENSES		33,241	66,482	92,499	26,017
SURPLUS (DEFICIT)		(19,845)	42,294	(0)	(42,294)
FUND: CORPORATE					
IMRF					
REVENUES					
	RECEIPTS	17,304	127,686	114,999	(12,686)
	RECEIPTS	17,304	127,686	114,999	(12,686)
EXPENSES					
	SPECIAL FUND EXPENSE	10,091	65,730	114,999	49,269
	TOTAL EXPENSES: IMRF	10,091	65,730	114,999	49,269
NET SURPLUS (DEFICIT)		7,213	61,956	0	(61,956)
TOTAL FUND REVENUES		17,304	127,686	114,999	(12,686)

FUND: CORPORATE					
FOR 6 PERIODS ENDING 31, 2023					
ACCOUNT NUMBER	DESCRIPTION	OCTOBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
<hr/>					
TOTAL FUND EXPENSES		10,091	65,730	114,999	49,269
SURPLUS (DEFICIT)		7,213	61,956	0	(61,956)
FUND: CORPORATE					
AUDIT					
REVENUES					
RECEIPTS		1,153	6,765	6,724	(40)
RECEIPTS		1,153	6,765	6,724	(40)
EXPENSES					
SPECIAL FUND EXPENSE		2,000	13,450	6,724	(6,725)
TOTAL EXPENSES: AUDIT		2,000	13,450	6,724	(6,725)
NET SURPLUS (DEFICIT)		(846)	(6,684)	0	6,684
TOTAL FUND REVENUES		1,153	6,765	6,724	(40)
TOTAL FUND EXPENSES		2,000	13,450	6,724	(6,725)
SURPLUS (DEFICIT)		(846)	(6,684)	0	6,684
FUND: CORPORATE					
SOCIAL SECURITY					
REVENUES					
RECEIPTS		47,964	390,369	194,999	(195,369)
RECEIPTS		47,964	390,369	194,999	(195,369)
EXPENSES					
SPECIAL FUND EXPENSE		24,260	224,569	195,000	(29,569)
TOTAL EXPENSES: SOCIAL SECURITY		24,260	224,569	195,000	(29,569)
NET SURPLUS (DEFICIT)		23,703	165,800	(0)	(165,800)
TOTAL FUND REVENUES		47,964	390,369	194,999	(195,369)
TOTAL FUND EXPENSES		24,260	224,569	195,000	(29,569)
SURPLUS (DEFICIT)		23,703	165,800	(0)	(165,800)
FUND: CORPORATE					
SPECIAL RECREATION					
REVENUES					

		FUND: CORPORATE		31, 2023			
		FOR 6 PERIODS ENDING					
ACCOUNT NUMBER	DESCRIPTION	OCTOBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING		
-----							
SPECIAL RECREATION							
	RECEIPTS	49,946	420,279	459,999	39,720		
	RECEIPTS	49,946	420,279	459,999	39,720		
EXPENSES							
	CONTRACTUAL SERVICES	32,578	37,048	27,499	(9,548)		
	CAPITAL IMPROVEMENTS	0	8,493	299,808	291,315		
	SPECIAL FUND EXPENSE	132,691	265,382	132,690	(132,691)		
TOTAL EXPENSES: SPECIAL RECREATION		165,269	310,924	459,999	149,075		
NET SURPLUS (DEFICIT)		(115,323)	109,354	0	(109,354)		
TOTAL FUND REVENUES		49,946	420,279	459,999	39,720		
TOTAL FUND EXPENSES		165,269	310,924	459,999	149,075		
SURPLUS (DEFICIT)		(115,323)	109,354	0	(109,354)		
FUND: CORPORATE							
BOND AND INTEREST							
REVENUES							
	RECEIPTS	107,945	908,324	455,784	(452,539)		
	RECEIPTS	107,945	908,324	455,784	(452,539)		
EXPENSES							
	CONTRACTUAL SERVICES	0	0	455,784	0		
TOTAL EXPENSES: BOND AND INTEREST		0	0	455,784	0		
NET SURPLUS (DEFICIT)		107,945	908,324	0	(908,324)		
TOTAL FUND REVENUES		107,945	908,324	455,784	(452,539)		
TOTAL FUND EXPENSES		0	0	455,784	0		
SURPLUS (DEFICIT)		107,945	908,324	0	(908,324)		
FUND: CORPORATE							
PROJECT REVENUE							
REVENUES							
	PROJECT REVENUE	22,446	391,432	1,292,999	901,566		
	PROJECT REVENUE	22,446	391,432	1,292,999	901,566		
NET SURPLUS (DEFICIT)		22,446	391,432	1,292,999	901,566		

FUND: CONSTRUCTION / CAPITAL IMPROV.  
FOR 6 PERIODS ENDING 31, 2023

ACCOUNT NUMBER	DESCRIPTION	OCTOBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
-----					
PLANNING/CONSTRUCTION/GRANTS					
EXPENSES					
	CONTRACTUAL SERVICES	2,003	38,454	118,499	80,045
TOTAL EXPENSES: PLANNING/CONSTRUCTION/GRANTS		2,003	38,454	118,499	80,045
NET SURPLUS(DEFICIT)		(2,003)	(38,454)	(118,499)	(80,045)
-----					
BUILDINGS & IMPROVEMENTS					
EXPENSES					
	CONTRACTUAL SERVICES	10,363	422,647	1,044,673	622,026
TOTAL EXPENSES: BUILDINGS & IMPROVEMENTS		10,363	422,647	1,044,673	622,026
NET SURPLUS(DEFICIT)		(10,363)	(422,647)	(1,044,673)	(622,026)
-----					
PARKS/PLAYGROUNDS IMPRV/ACQ					
EXPENSES					
	CONTRACTUAL SERVICES	20,785	199,875	893,551	693,675
TOTAL EXPENSES: PARKS/PLAYGROUNDS IMPRV/ACQ		20,785	199,875	893,551	693,675
NET SURPLUS(DEFICIT)		(20,785)	(199,875)	(893,551)	(693,675)
-----					
LANDSCAPING & GROUNDSKEEPING					
EXPENSES					
	CONTRACTUAL SERVICES	2,737	22,982	40,749	17,767
TOTAL EXPENSES: LANDSCAPING & GROUNDSKEEPING		2,737	22,982	40,749	17,767
NET SURPLUS(DEFICIT)		(2,737)	(22,982)	(40,749)	(17,767)
-----					
OPERATING EQUIP. & VEHICLES					
EXPENSES					
	CONTRACTUAL SERVICES	43,020	149,182	156,659	7,476
TOTAL EXPENSES: OPERATING EQUIP. & VEHICLES		43,020	149,182	156,659	7,476
NET SURPLUS(DEFICIT)		(43,020)	(149,182)	(156,659)	(7,476)
-----					
RECREATION EQUIP. REPAIRS					
EXPENSES					
	CONTRACTUAL SERVICES	0	0	1,500	0
TOTAL EXPENSES: RECREATION EQUIP. REPAIRS		0	0	1,500	0
NET SURPLUS(DEFICIT)		0	0	(1,500)	0
-----					
EMERGENCY REPAIRS/REIMB.					
EXPENSES					
	CONTRACTUAL SERVICES	5,326	28,419	211,037	182,617
TOTAL EXPENSES: EMERGENCY REPAIRS/REIMB.		5,326	28,419	211,037	182,617



FUND: CONSTRUCTION / CAPITAL IMPROV.  
FOR 6 PERIODS ENDING 31, 2023

ACCOUNT NUMBER	DESCRIPTION	OCTOBER ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
NET SURPLUS (DEFICIT)		(5,326)	(28,419)	(211,037)	(182,617)
TOTAL FUND REVENUES		22,446	391,432	1,292,999	901,566
TOTAL FUND EXPENSES		84,237	861,562	2,466,672	1,605,109
SURPLUS (DEFICIT)		(61,790)	(470,129)	(1,173,672)	(703,542)

**ORDINANCE NO. 2023-10**  
**AN ORDINANCE LEVYING AND ASSESSING TAXES OF**  
**THE GENEVA PARK DISTRICT**  
**OF KANE COUNTY, ILLINOIS**

WHEREAS, on the 15th day of May, 2023, the Board of Commissioners of the GENEVA PARK DISTRICT passed the annual budget & appropriation ordinance of said District for the fiscal year beginning MAY 1, 2023 and ending APRIL 30, 2024, and upon said date the said ordinance was duly signed and approved by the President of the Board of Commissioners of said District and signed by the Secretary of said Board and filed with the Kane County Clerk before the last Tuesday in December 2023;

WHEREAS, not less than 20 days prior to the date of this Ordinance, the Board of Commissioners established an estimate of levy in compliance with Section 18-60 of the Property Tax Code, and determined that a public hearing was required because the levy herein described is greater than 105% of the amount extended or abated by the District on the final aggregate levy for the preceding year;

WHEREAS, the Board of Commissioners conducted a Truth in Taxation hearing prior to the final adoption of this ordinance, for which a notice of public hearing was published in the [newspaper] not less than seven nor more than fourteen days prior to the hearing.

BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE GENEVA PARK DISTRICT, KANE COUNTY, ILLINOIS AS FOLLOWS:

**SECTION ONE**

That, pursuant to the authority granted by Sections 5-1 and 5-3 of the Park District Code and Public Act 97-974, the sum of FIVE MILLION FIVE THOUSAND DOLLARS (\$5,005,000) is hereby levied and assessed for general corporate purposes upon all property subject to taxation within the GENEVA PARK DISTRICT.

## **SECTION TWO**

That, pursuant to the authority granted by Sections 5-2 and 5-3a of the Park District Code and Public Act 97-974, there is levied and assessed for the planning, establishing and maintaining recreational programs for the said District, the sum of TWO MILLION FIFTY FIVE THOUSAND DOLLARS (\$2,055,000) upon property subject to taxation within the said District. Said tax shall be in addition to the several sums herein levied and assessed and shall be in addition to all other taxes authorized by law.

## **SECTION THREE**

That, pursuant to Section 7-171 of the Pension Code, there is hereby levied and assessed the sum of FIFTY-THREE THOUSAND DOLLARS (\$53,000) upon all property subject to taxation within the said District, for the said District's contribution to the Illinois Municipal Retirement Fund. Said tax shall be in addition to the several sums herein levied and assessed and shall be in addition to all other taxes authorized by law.

## **SECTION FOUR**

That, pursuant to Section 21-110 of the Pension Code, there is hereby levied and assessed the sum of FOUR HUNDRED THOUSAND DOLLARS (\$400,000) upon all property subject to taxation within the said District, for the District's contribution to the SOCIAL SECURITY FUND. Said tax shall be in addition to the several sums herein levied and assessed and shall be in addition to all other taxes authorized by law.

## **SECTION FIVE**

That, pursuant to Section 9-107 of the Tort Immunity Act, there is hereby levied and assessed the sum of ONE HUNDRED TWENTY-TWO THOUSAND DOLLARS (\$122,000) upon all property subject to taxation within the said District, to pay costs of purchasing insurance to protect against any loss or liability which may be incurred by the said District, claims services and for risk management directly attributable to loss prevention and loss reduction. Said tax shall be in addition to the

several other sums herein levied and assessed and shall be in addition to all other taxes authorized by law.

#### **SECTION SIX**

That, pursuant to Section 5-8 of the Park District Code, there is hereby levied and assessed the sum of FOUR HUNDRED TWENTY-SIX THOUSAND DOLLARS (\$426,000) upon all property subject to taxation within the said District, to pay the cost of funding the District's share of expenses of providing joint recreation programs for the persons with disabilities. Said tax shall be in addition to the several other sums herein levied and assessed and shall be in addition to all other taxes authorized by law.

#### **SECTION SEVEN**

That, pursuant to Section 2 of the Governmental Account Audit Act, there is hereby levied and assessed the sum of THREE THOUSAND FIVE HUNDRED DOLLARS (\$3,500) upon all property subject to taxation within the said District, to pay the cost of the annual audit. Said tax shall be in addition to the several sums herein levied and assessed and shall be in addition to all other taxes authorized by law.

#### **SECTION EIGHT**

That each of said sums and the aggregate thereof are deemed necessary by the Board of Park Commissioners of the Geneva Park District, Kane County, Illinois, to defray necessary expenses and liabilities of said park district.

#### **SECTION NINE**

The taxes so levied and assessed as aforesaid by this Ordinance upon the taxable property subject to taxes within the Geneva Park District, Kane County, Illinois, shall be collected and enforced in the same manner and by the same officers as for other purposes in the County of Kane, State of Illinois, under the laws of the State of Illinois, and shall be paid over by the officers so collecting the same, to the Treasurer of said Geneva Park District.

## **SECTION TEN**

That the Secretary of the Board of Park Commissioners of Geneva Park District, be and is hereby directed to file a duly certified copy of this Tax Levy Ordinance with the County Clerk of Kane County, Illinois, on or before the last Tuesday of December 2023 A.D., whereupon the County Clerk of Kane County, State of Illinois, be and is hereby directed as provided by law to ascertain the rate per centum which upon the total value of all property subject to taxation within the Geneva Park District as the same assessed and equalized for State and County purposes, will produce a net amount as herein legally levied and to extend such tax pursuant to the statute to the greatest extent permitted by law.

## **SECTION ELEVEN**

If any item or portion thereof in this ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of such items or the remaining portion of this ordinance.

## **SECTION TWELVE**

Pursuant to Section 4-4 of the Park District Code (70 ILCS 1205/4-4) neither the Budget and Appropriation Ordinance of the District for the current fiscal year nor any other Budget and Appropriation Ordinance is intended or required to be in support of the tax levy made in this ordinance.

## **SECTION THIRTEEN**

The unexpended balance of the tax for general corporate purposes from the preceding year may be accumulated and set aside for the purposes of building repairs and improvements in a capital improvement fund, provided that the balance of such fund does not exceed 1.5% of the aggregated assessed valuation of all taxable property within the District.

## **SECTION FOURTEEN**

All ordinances or parts of ordinances in conflict herewith, or any section thereof, are hereby modified or repealed.

**Summary of 2023 Tax Levy**

General Corporate Fund	\$5,005,000
Recreation Fund	\$2,055,000
IMRF Fund	\$53,000
Social Security Fund	\$400,000
Liability Insurance Fund	\$122,000
Special Recreation Fund	\$426,000
Audit Fund	\$3,500
<b>Total</b>	<b>\$8,064,500</b>

PASSED BY THE BOARD OF PARK COMMISSIONERS OF THE GENEVA PARK DISTRICT, KANE COUNTY, ILLINOIS ON THE 11th DAY OF DECEMBER, 2023 BY THE FOLLOWING VOTE.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAINING: \_\_\_\_\_

File with the undersigned this 11<sup>th</sup> day of December, 2023

Nicole Vickers, Secretary

APPROVED BY THE PRESIDENT OF THE GENEVA PARK DISTRICT, KANE COUNTY, ILLINOIS ON THE 11TH DAY OF DECEMBER, 2023.

\_\_\_\_\_  
John Frankenthal, President

CERTIFICATE OF COMPLIANCE  
WITH TRUTH IN TAXATION

The undersigned, Presiding Officer of the Geneva Park District, hereby certifies that I am the presiding officer of the Geneva Park District, and as such presiding officer I hereby certify that the levy ordinance, a copy of which is appended hereto, was adopted pursuant to, and in all respects in compliance with, the provisions of the "Truth in Taxation Law." P.A. 88-455. Illinois Compiled Statutes, 35 ILCS 200/18-60 through 200/18-85.

Geneva Park District  
Kane County, Illinois

Date\_\_\_\_\_

\_\_\_\_\_  
John Frankenthal, President  
Board of Park Commissioners

(SEAL)

STATE OF ILLINOIS )

SS

COUNTY OF KANE )

I, NICOLE VICKERS, Secretary of the Board of Commissioners of the Geneva Park District in the County of Kane and State of Illinois, do hereby certify that attached hereto is a true and correct copy of that certain Ordinance now on file in my office entitled:

**Ordinance #2023-10**

**An Ordinance Levying and Assessing Taxes of the Geneva Park District of Kane County, Illinois**

which Ordinance was duly adopted and approved by the Board of Commissioners of the Geneva Park District at a regular meeting held on the Eleventh Day of December 2023.

I do further certify that a quorum of said Board of Commissioners was present at said meeting, and that the Board complied with all requirements of the Illinois Open Meetings Act.

I do further certify that the ordinance of which the foregoing is a true and correct copy, is entrusted to my care for safekeeping, and that I am the lawful keeper of the same.

**IN WITNESS WHEREOF**, I have hereunto set my hand and affixed the seal of said Geneva Park District this Eleventh Day of December, 2023.

(SEAL)

---

Nicole Vickers, Secretary



STATE OF ILLINOIS )

SS

COUNTY OF KANE )

CERTIFICATE

I, John A. Cunningham, do hereby certify that I am Clerk of the County of Kane, in the State of Illinois, and as such I am the keeper of Records, Ordinances and the Seal of said County.

I further certify that the attached Certificate of Compliance with the Truth in Taxation Law and Tax Levy Ordinance of the Board of Park Commissioners of the Geneva Park District and affidavit of the Secretary of the Board of Park Commissioners of the Geneva Park District, were filed in my office on this 12th day of December, 2023.

IN WITNESS THEREOF, I hereunto set my hand and the seal of said County of Kane this 12th day of December, 2023.

---

John A. Cunningham, County Clerk  
Kane County Illinois

(SEAL)

**NOTICE OF PROPOSED PROPERTY TAX INCREASE  
FOR THE GENEVA PARK DISTRICT.**

- I. A public hearing to approve a proposed tax levy increase for the Geneva Park District, Kane County, Illinois for 2023 will be held on December 11, 2023 at 7:00 p.m. at Geneva Park District Offices, 710 Western Avenue, Geneva, Illinois.

Any person desiring to appear at the public hearing and present testimony to the taxing district may contact Nicole Vickers, Secretary of the Board, Geneva Park District, 710 Western Avenue, Geneva, Illinois 60134 or phone 630-232-4542.

- II. The corporate and special purpose property taxes extended or abated for 2022 were \$7,450,607.

The proposed corporate and special purpose property taxes to be levied for 2023 are \$8,064,500. This represents an 8.24% increase over the previous year.

- III. The property taxes extended for debt service and public building commission leases for 2022 were \$920,692.

The estimated property taxes to be levied for debt service and public building commission leases for 2023 are \$957,145. This represents a 4% increase from the previous year.

- IV. The total property taxes extended or abated for 2022 were \$8,371,299.

The estimated total property taxes to be levied for 2023 are \$9,021,645 this represents a 7.7% increase over the previous year.

- V. The taxing district has estimated its equalized assessed valuation to secure new growth revenue and must adhere to the Property Tax Extension Limitation Law (PTELL or "tax cap" law). PTELL limits the increase over the prior year in the property tax extension of this taxing district to the lesser of 5% or the percentage increase in the Consumer Price Index (CPI), which is 6.5%.

*Suburban Chronicle Newspaper*  
*Printed November 29, 2023*

**INSTRUCTIONS:**

*To Be Printed: Wednesday, November 29, 2023 – Suburban Chronicle Newspaper*

*This notice must be display advertisement. It cannot appear in the legal notice section or classified advertising.*

*The notice must be no less than 1/8 page in size, type no smaller than 12 point, enclosed in a black border no less than ¼ inch wide.*

*The notice must appear no more than 14 nor less than 7 days prior to the date of the public hearing.*

EAV	EAV ESTIMATED 2023	Estimated Percent Increase	EAV ACTUAL 2022	Estimated Percent Increase	EAV ACTUAL 2021	Estimated Percent Increase	EAV Actual 2020	Estimated Percent Increase	EAV Actual 2019	Estimated Percent Increase
Farm	8,385,652	0.0638	7,882,766	-0.0002	7,884,483	0.0205	7,726,030	0.0331	7,478,701	-0.0147
Residential	1,477,161,169	0.1279	1,309,691,256	0.0459	1,252,232,732	0.0291	1,216,779,158	0.0209	1,191,874,307	0.0161
Commercial	306,982,896	0.0923	281,051,735	0.0400	270,240,585	0.0156	266,086,776	-0.0101	268,814,112	0.0109
Industrial	162,388,849	0.1373	142,782,986	0.0741	132,932,318	0.0172	130,679,595	0.0475	124,755,959	0.0073
Railroad	2,492,091	0.0000	2,492,091	0.0942	2,277,527	0.0853	2,098,452	0.0407	2,016,390	0.0881
Total Value	1,957,410,657	0.1224	1,743,900,834	0.0470	1,665,567,645	0.0260	1,623,370,011	0.0178	1,594,939,469	0.0145
Growth in Total EAV %	12.24%		4.70%		2.60%		1.78%		1.45%	
Growth in EAV \$	\$213,509,823		\$78,333,189		\$42,197,634		\$28,430,542		\$22,750,990	
New Property as a % of EAV	0.60%		0.85%		0.90%		0.58%		0.61%	
New Property \$	\$11,685,584		\$14,894,426		\$15,035,433		\$9,433,381		\$9,652,284	
CPI	5.00%		5.00%		1.40%		2.30%		1.90%	
Tax Cap Extension	\$7,638,500		\$7,024,607		\$6,632,940		\$6,482,279		\$6,299,692	
Growth in Extension	\$613,893		\$391,667		\$150,661		\$182,587		\$154,950	
Growth in Extension %	8.74%		5.90%		2.32%		2.898%		2.52%	
Tax Rate	0.449741		0.480813		0.476983		0.478820		0.483718	

EAV	EAV Actual 2018	Estimated Percent Increase	EAV Actual 2017	Percent Increase	EAV Actual 2016	Percent Increase	EAV Actual 2015	Percent Increase	EAV Actual 2014	Percent Increase
Farm	7,590,057	0.0302	7,367,557	0.0114	7,284,710	0.0534	6,915,198	-0.0605	7,360,564	0.0159
Residential	1,172,961,579	0.0382	1,129,767,886	0.0374	1,089,001,160	0.0724	1,015,481,786	0.0375	978,752,038	0.0060
Commercial	265,927,799	0.0396	255,802,390	0.0073	253,940,564	0.0538	240,968,720	-0.0484	253,236,352	0.0632
Industrial	123,855,920	0.0333	119,862,768	0.0044	119,339,631	0.0366	115,127,183	0.0127	113,678,283	-0.0148
Railroad	1,853,124	0.0712	1,729,996	0.0187	1,698,183	0.0160	1,671,371	0.3024	1,283,337	0.0000
Total Value	1,572,188,479	0.0381	1,514,530,597	0.0294	1,471,264,248	0.0660	1,380,164,258	0.0191	1,354,310,574	0.0145
Growth in Total EAV %	3.81%		2.94%		6.60%		1.91%		1.45%	
Growth in EAV \$	\$57,657,882		\$43,266,349		\$91,099,990		\$25,853,684		\$19,301,737	
New Property as a % of EAV	0.86%		0.84%		0.94%		0.95%		0.74%	
New Property \$	\$13,522,698		\$12,767,003		\$13,856,372		\$13,058,918		\$9,963,439	
CPI	2.10%		2.10%		0.70%		0.80%		1.50%	
Tax Cap Extension	\$6,144,741		\$5,966,645		\$5,794,721		\$5,700,216		\$5,601,425	
Growth in Extension	\$178,097		\$171,923		\$94,505		\$98,792		\$129,090	
Growth in Extension %	2.98%		2.97%		1.66%		1.76%		2.36%	
Tax Rate	0.479859		0.485241		0.532945		0.559914		0.566712	

EAV	EAV Actual 2013	Percent Increase	EAV Actual 2012	Percent Increase	EAV Actual 2011	Percent Increase	EAV Actual 2010	Percent Increase	EAV Actual 2009	Percent Increase
Farm	7,245,167	0.3771	5,261,072	-0.0555	5,570,433	-0.0347	5,770,455	-0.3603	9,021,244	0.1245
Residential	972,916,298	-0.0424	1,015,977,831	-0.0493	1,068,665,389	-0.0479	1,122,401,102	-0.0413	1,170,753,557	-0.0011
Commercial	238,178,900	-0.0409	248,327,871	0.0223	242,921,755	-0.1058	271,673,618	-0.0467	284,983,247	-0.0377
Industrial	115,385,135	-0.0107	116,630,963	-0.0033	117,021,924	-0.0686	125,639,780	-0.0069	126,506,924	-0.0041
Railroad	1,283,337	0.2358	1,038,505	0.1315	917,812	0.0627	863,636	0.2509	690,393	0.2050
Total Value	1,335,008,837	-0.0376	1,387,236,242	-0.0334	1,435,097,313	-0.0598	1,526,348,591	-0.0412	1,591,955,365	-0.0074
Growth in Total EAV %	-3.76%		-3.34%		-5.98%		-4.12%		-0.74%	
Growth in EAV \$	-\$52,227,405		-\$47,861,071		-\$91,251,278		-\$65,606,774		-\$11,823,832	
New Property as a % of EAV	0.75%		0.94%		0.63%		0.82%		1.06%	
New Property \$	\$9,981,488		\$13,099,235		\$9,101,788		\$12,567,058		\$16,921,821	
CPI	1.70%		3.00%		1.50%		2.70%		0.10%	
Tax Cap Extension	\$5,472,335		\$5,340,582		\$5,136,070		\$5,028,098		\$4,854,031	
Growth in Extension	\$131,753		\$204,512		\$107,972		\$174,066		\$56,326	
Growth in Extension %	2.47%		3.98%		2.15%		3.59%		1.17%	
Tax Rate	0.559493		0.526615		0.4948		0.4573		0.4207	

TAX CAP EXTENSION

Prior Year Aggregate Ext. Base X (1+Limit) X Rate Increase Factor = Numerator

7,024,607 1.050 1.0 7,375,837

Est. 2023 EAV - Annexations + Disconnections= Adjusted Est. 2023 EAV

1,957,410,657 0 0 1,957,410,657

Adjusted Est. 2023 EAV - (New Property x State Multiplier) - TIF Recovery - EZ Recovery = Denominator

1,957,410,657 11,685,584 1.000000 0 0 1,945,725,073

Numerator / Denominator = Limited Rate

7,375,837 1,945,725,073 0.379079

Limited Rate X Est. 2023 EAV = Total Est. Aggregate Ext.

0.379079 1,957,410,657 7,420,135

	2022 Extension	Est. 2023 Extension	2023 Levy Request	
Corporate	4,571,584	4,861,707	5,005,000	MAX RATE BY LAW= .35
Recreation	1,847,297	1,996,187	2,055,000	MAX RATE BY LAW= .37
IMRF	113,284	51,504	53,000	NO LIMIT
Liability Insurance	104,843	118,530	122,000	NO LIMIT
Audit	4,290	3,410	3,500	MAX RATE BY LAW= .005
Social Security	383,309	388,797	400,000	NO LIMIT
Total Capped	7,024,607	7,420,135	7,638,500	
	← 5.63% Increase →			
Special Recreation	426,000	426,000	426,000	MAX RATE BY LAW= .04
Levy Recapture	13,602	-	-	
Bond & Interest	920,692	957,145	911,568	NO LIMIT
Total Uncapped	1,360,295	1,383,145	1,337,568	
	← 1.68% Increase →			
	2022 Tax Rate	Est. 2023 Tax Rate		
Limited Rate (Capped)	0.402810	0.379079		
Non Limiting Rate (Uncapped)	0.078003	0.070662		
Total Tax Rate	0.480813	0.449741		

## Comparison of 2023 & 2024 Tax Bills

**Scenario: A tax levy increase of CPI CAP 5%, plus \$11.69M residential new growth, a overall 11.89% increase in residential EAV.**

	<b>\$300,000 Fair Market Value Home</b>		<b>\$400,000 Fair Market Value Home</b>	
	<i>Tax Year 2023</i>	<i>Tax Year 2024</i>	<i>Tax Year 2023</i>	<i>Tax Year 2024</i>
Fair Market Value	\$ 300,000	\$ 300,000	\$ 400,000	\$ 400,000
Equalized Assessed Valuation (33 1/3%)	\$ 100,000	\$ 100,000	\$ 133,333	\$ 133,333
Assuming 11.89% rise in EAV home value*		\$ 111,890		\$ 149,187
Less Homestead Exemption of \$6K	\$ 94,000	\$ 105,890	\$ 127,333	\$ 143,187
Geneva Park District Tax Rate	0.00480813	0.00449741	0.00480813	0.00449741
Tax Bill	\$ 451.96	\$ 476.23	\$ 612.23	\$ 643.97
Tax Increase (Decrease) from prior year		\$ 24.27		\$ 31.73
Percentage Tax Increase (Decrease from prior year)		5.37%		5.18%

Assumes estimated EAV provided by county of \$,1,957,410,657

\*Rise in residential EAV determined by taking overall increase in residential EAV of 12.79% less new growth in residential of \$11.69M equals 11.89% rise in home value.

# SUMMARY: FOCUS GROUPS REGARDING ADULT PROGRAM AND FACILITY IDEAS FOR THE GENEVA PARK DISTRICT

NOVEMBER 2023

*aQity Research & Insights*

*Evanston, IL*

## Research Methods

- These findings are based on two focus group discussions sponsored by the Geneva Park District, held with nineteen residents, including:
  - n=12 attending on Saturday morning, October 21<sup>st</sup>
  - n=7 attending on Tuesday evening, October 24<sup>th</sup>

Both discussions were held at Sunset Community Center.
- Twelve participants were recruited from respondent pool in the 2023 community survey that aQity Research conducted for the GPD. This group was selected based on their survey feedback indicating residence east of the Fox River (where respondents felt underserved by the District), and/or lapsed or non-usage of GPD programs as adults.
  - The remaining seven participants were recruited by the District and include some more engaged adults.
- The 90-minute discussions were audio recorded to generate full transcripts for analysis (provided separately).
- These groups were held to provide more in-depth qualitative insights to clarify key findings from the community survey, specifically on perceptions that the District is more focused on activities for children and young families and less on adult programming.
  - The groups also sought more feedback from residents in the east part of the District to clarify if they feel underserved, and especially how the GPD might better serve their area.
  - Finally, the discussions sought input on riverfront opportunities, and suggestions for the new 15-acre parcel next to Peck Farm (to expand beyond the survey insights on those topics).



## Key Findings

- The top barriers to using or participating in GPD adult programming and activities include competition from multiple local providers providing similar activities.
  - The Geneva Public Library in particular is a popular source, given that:
    - Craft activities at the GPL are free, available as needed (no set program), and unique
    - It offers a wide range and new activities and topics (such as guest speakers and presentations, services like career days or helping parents plan for college savings, entertainment/magic shows, etc.)
    - It keeps residents informed through regular, eye-catching literature and communications
    - Its registration platform shows which offerings are filling up and how many open spaces remain (motivating residents to sign up for sessions filling fast, and or setting expectations for those with low registration/attendance numbers).

*"I get excited when the library sends out their brochure, because I know there's going to be variety, and there's going to be something kind of quirky and interesting."*

- Other local sources that residents use instead of the GPD include health/fitness facilities (both private and at other park districts indoor pools or tennis), and a few businesses offering classes and activities.
- This consistent theme was well-summarized by one respondent:

*"We're blessed with a really vibrant community that everyone has programming,; the park district is one small part."*

## Key Findings

- For Park District programs and activities, most rely on the printed GPD guide if they seek information, but many feel the guide has limited adult offerings, the types/variety of activities does not change much.
  - A few cite many pages of programs available for children and young families, and older adults (trips, activities for seniors), but only a few pages focused on empty nesters or adults with older children.
  - Some feel the guide has kept the same “look” and visuals for quite some time (less compelling).
- When asked for recommended activities that the GPD could offer, a few had difficulty offering suggestions as they feel their needs are already being met in the community, or they simply do not seek to be more active. Among the remaining participants, the top suggestions include:
  - Game nights, group puzzle activities, and similar events that would bring people together
  - Leisurely group walking and/or biking activities explore new or different areas (more causal)
  - Cooking classes
  - Outdoor events such as concerts or other performances (with the Riverfront cited as a possible location).
- Others suggest a facility offering obstacle challenges such as a wall climb, zip lines, ropes course, etc.
  - They feel that this would be a unique opportunity and could be a destination or attracting that would draw from a wide geographic area.
  - A few thought this could be located east of the Fox River (addressing perceptions from East side residents that their area is underserved by the GPD, based on survey results earlier this year).

## Key Findings

- Regarding the new 15-acre parcel next to Peck Farm, most participants similarly want to see this site developed for active recreation, more so than passive.
  - Several commented that the Geneva area has enough open space and passive recreation as is.
  - Many suggest another recreation facility (with some seeking an indoor pool) that would include gyms and multi-purpose space for various fitness and athletic activities.
  - Others echo interest in a Ninja/wall climb/zipline facility (either here or on the East side), and/or a flexible space that could be used for concerts, performances and summer camps (ideally indoors).
  - Two are interested in a new education or nature center at this location.
- For those who seek a more passive use for this site, a few amenities generated interest such as benches, fitness stations along trails, a visual element or component (along the lines of a sculpture garden).

## Recommendations/Suggestions

- Consider new marketing and communications approaches focusing on adult programs and activities.
  - This will likely be a learning and experimentation process. Unless you are already considering a significant overhaul of the program guide, simply calling out adult programs as its own section may not be enough. Many older adults flip through the guide but do not investigate adult offerings in detail, and therefore may not notice a difference.
  - Consider a separate marketing option/collateral that centers on opportunities for adult programming. It might include a summary newsletter and/or a separate (smaller) adult activity guide sent to households for two or three quarters. These communications should emphasize any new adult programming highlighted in the larger/regular Program Guide.
    - Emails blasts and social media updates should also be leveraged to raise awareness and excitement for any new adult programming. Facebook seems to be the social media platform of choice.
- New programs should not compete with current offerings available from other sources (e.g., the Library), but the GPD should continue to seek partnership opportunities with these providers.
  - The GPD can offer facilities and space for popular activities and events that draw large numbers. This will bring people to District sites, where other GPD programs and activities can be advertised and promoted.
- Focus on the types of activities that would be unique in the community and related to the Park District (e.g., outdoor and nature-related events, recreation and community programming, and cultural options).
  - Game nights and performance events can focus on recreation and community. Offering refreshments (beer and wine for adults, snacks and ice cream for all ages) would certainly help generate interest.
  - Consider offering a few more active trips for empty nesters (e.g., downtown theater or concerts, sporting events with tailgating, etc.) who might consider themselves too young for the current senior trip lineup.

# Detailed Findings

**Attendees in both discussions report a mix of current activities – either with the GPD or elsewhere – which mostly center around walking/biking, fitness, and hobbies/crafts.**

- About a third walk and bike in the area on GPD trails, in local forest preserves, and/or on residential streets. Many of these said they do not do much else.
- Others (who tend to be younger and/or with children at home) report a wider range of activities, most often:
  - Group exercise classes including cardio, spin, WERQ, etc. (n=11), usually at GPD or private gyms (e.g., Lifetime for insurance purposes, local dance studios)
  - Gym usage, weights, etc. (n=5) – usually at BestLife
  - Kayaking, golf (n=4 each)
  - Tennis, pickleball, running, arts and crafts (n=3 each).
- The remaining current activities are cited less often (e.g., fishing, frisbee golf, basketball, photography) from those less engaged with the Park District.
- The Geneva Park District tends to be the “go-to” provider for many of the fitness class participants and gym patrons. Some go to other facilities for specific activities (e.g., Delnor for indoor swimming, Vaughn Center for tennis, Geneva Public Library for crafts).

## **The discussion participants are satisfied with the Geneva Park District overall.**

- On average, they give the GPD an overall 7.4 rating based on a 0-10 scale. This is very favorable from mostly non-GPD users, and (not surprisingly) lower than the 8.1 average from the communitywide survey (which included more regular program participants and active park/facility users).

*"I like the park district facilities, whether it's the field house or the others. I haven't been there in a while, but it was a frequent place when my son was younger. Peck Farm and that playground over there, just the grounds nearby."*

*"There's so many things that I like about the park district, but answering now, we enjoyed a lot of things when our kids were young. I think it's really hard to be everything for everybody...from toddlers all the way up. I love our parks. I've probably been to all of them. I think they're really clean, there's a good variety. I do like the facilities; Persinger's really nice, the pool is nice. I love our preschool; Friendship Station is a great preschool."*

*"We definitely like the range of classes that are offered (but) it does seem like there are classes that just disappear sometimes based on the want in the community. Which I understand from the park district standpoint, but it kind of stinks from my standpoint."*

- Two discussion participants gave neutral ratings of "5", both of whom are generally older (ages 67+) and mostly use District trails for walking. Otherwise, they are non-users.
- Two more are dissatisfied, giving scores of "3" and "2" mostly for the lack of adult activities. Both cite going elsewhere for adult activities (arts and crafts classes at the Geneva Public Library, ballet at a nearby studio, cooking classes at local establishments).

## One of the biggest barriers to using the Park District are the availability of other options.

- The Geneva Public Library in particular was often cited as a highly-used resource for adult activities, including the maker facility, guest speakers, room rentals for family activities, etc. They appreciate that there is no fee for most of these options, and that they are available as-needed (not on a set schedule).

*"About crafts, there is library right here who has drop-in programs, you don't need to sign up. You can come when you can. It's a huge difference. If I have half hour, I'm just gonna go and do whatever they have."*

*"Yes, they have a DIY workshop."*

*"And it's free sometimes."*

*"It's free and there's no scheduling conflict, because it's available there whenever you're ready. There is a room, there are the materials, there you go."*

*"(The library has) a lot of programs that they put on, different ones every single month. I love going in and doing crafts. They have new things a lot...a lot of equipment there. It's a maker studio, but it's classes more so. And (they have) a 3D printer."*

*"I have that on my list too. They have a Cricket. I've gone in for the classes but also learning new skills on the computer. They've got genealogy, things like that. I'm there two or three times a week. They also have really interesting lectures...they had somebody talk about the state of the wine industry, and they've done lectures about historic elements of Geneva and Chicago."*

*"They've had magic shows or career days where people come in and showcase what they do."*

- Other local providers of fitness and general interest activities are also cited, including:
  - Fitness facilities for fitness, sports and exercise (e.g., Lifetime for swimming and fitness, Vaughn Center for tennis, Delnor for indoor swimming)
  - Local sources for general interest classes or events (dance studios, coffeehouses offering cake decorating classes, culinary classes in Glen Ellyn, etc.).

*"We're blessed with a really vibrant community that everyone has programming; the park district is one small part."*



## Exploring new programs and activities, along with different/updated communications and marketing strategies, represent opportunities for the GPD.

- Among those who consider the GPD for activities or programs, many rely on the printed program guide.

However, some admit to not paying much attention to it when it arrives for a variety of reasons:

- They see few new or interesting offerings from issue to issue (seems repetitive), at least for adults
- They were excited in the past and registered for classes or programs only to have them cancel and/or cut back due to low attendance/interest
- Program times often don't work for working adults.

*"I looked this fall, but once again, I only signed up for my cardio class because it really was just the same. In fact, the brochure itself has not changed in ten plus years. It's the exact same design because we were featured on the cover ten years ago, and it's the same (image now). It just feels like they're just recycling and have been for a while."*

*"I look at it just more out of interest of what are they doing, but we don't really go much past the booklet."*

*"When you brought up (the brochure), I was like, wow, I forgot about that. If I was going to do an adult class, I would Google it before I thought about the park district to do something."*

*"Every time you look at the times, it's like 2:00...(so I) can't do that. Same thing for certain kids' events or adult things where it's clearly not going to work with a traditional work schedule."*

*"(With the guide) I think of cancellations, because most of the classes I have signed up for have cancelled. A lot of the fitness classes are not for working people who would rather take classes at night; those classes tend to get canceled."*

*"There's such a small narrow little bit that's adult programming and then it gets into senior trips, things like that. It's maybe two or three pages; not much for adults."*

*"My kids are grown, but I'm not ready for the senior trips yet."*

- By comparison, a few recognize notifications from the Geneva Public Library that they find effective and interesting.

- Though one BestLife patron appreciates the email blasts that he receives from the Park District (more so than the print or digital brochure).

*"The library sends out little flyers more frequently, quarterly or seasonally. And it's smaller, a quick read. I don't look through the parks and rec guide, it's too much like you're looking for a college class back in the eighties."*

*"I get emails from the library, and that's usually what prompts me to sign up for a class. They also put on there how many spots are taken and how many are left, so I almost feel pressure to sign up for a class."*

*"For me, the Park District does a good job of marketing the programs. I'm in their email blast, so I always get the emails from them."*

## **Roughly a third of the discussants prefer the Park District's online guide and platform when they know what they are looking for.**

- However, a few wish the website were more user-friendly, with easier sorting and comparison functions.

*"Sometimes (online), I put in their ages, or fitness, just to see what comes up. Having the paper book is nice, because in my mind I'm like, I'm going to sit down and do this while I'm doing something else, but the reality is, once I'm actually ready to sign up for something, I just go to do all of it (and) start online."*

*"I have four kids, so if I am looking online for four different ages, it is not user-friendly. You can just do a little one thing, and then it shows for this age. And if you want to see if there is another for the same program or something similar at that time, so we could all go together, you can't do that. You can't compare. You cannot put a few programs together so we would see."*

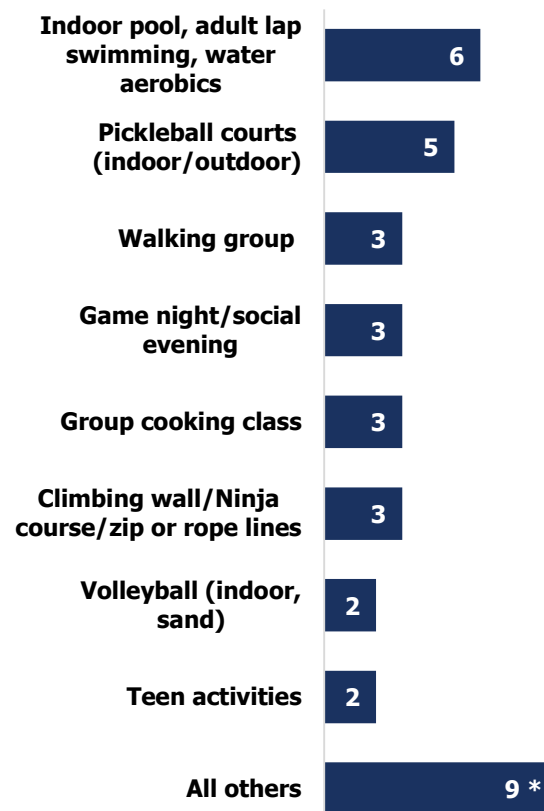
*"They give you this 5-digit number, and I have no idea what mine is. I always have to go back to my emails to find that number. And it's not user friendly."*

*"Yeah, when you sign up and you put whatever participant in, you have to add it to a cart, and there's like one other extra step. Normally you would just go to the cart to check out, but there's an extra step that you have to do."*

**A wide range of suggested activities were offered that would generate the most interest among these adults – some of which would require new or expanded facilities. However, a variety of activities that include social/group interactions are of interest as well.**

- The top response was for more lap swimming, water aerobics, and/or evening swims year-round in an indoor pool.
  - When informed of the significant expense for such a facility, and that a community tax referendum would likely be required, about half said they would personally support it, but only about a third felt the community would be receptive or willing to pay.
  - Requests for more pickleball courts were a close second behind an indoor pool, in terms of facility improvements needed to accommodate adult programming requests and interests.
- Those interested in activities specifically often cited examples that include a social engagement component most often:
  - Walking groups
  - Game nights that might be specifically for adults (with beer or wine served), or include older children or family nights (likewise with snacks and beverages)
  - Group cooking classes
  - A variety of other social activities (leisure bicycling group, day trips, concerts, kayak group – each mentioned by one respondent).
- Others suggest an outdoor challenge facility with zip lines, rope courses, climbing structure, etc.

**Suggested Adult Programs/Activities  
Generating Highest Interest**



\* One each: Crafts/pottery/painting, indoor sports facility, kayaking group, nature programs, photography class, concerts, fishing course, biking group, indoor sports facility)

## The community-wide survey identified sizable interest in more Park District activities and events along the Fox River. These ideas were explored further in the focus groups.

- The top suggestions included some of the desired activities mentioned earlier when residents expressed their strongest interests –kayaking, fishing, outdoor concerts and events, etc.
  - Uncertainty about specific locations along the river were raised by participants, such as the condition of (or need for) performance facilities or sites for outdoor concerts and/or movie nights, and some having accessibility questions (ADA-compliance, clean/smooth pathways, parking).
  - Similarly, some were uncertain of viable locations for launching kayaks, canoes, paddleboards, etc., though one participant suggested that rentals and a launch are currently available (across the river from Mill Race Inn).
  - Most agree that concerts, movie nights, or similar events would ideally include food and beverage options to raise awareness, interest, and attendance (e.g., beer/wine for adults, local food providers or food trucks, treats, etc.).

*"I like folk music and storytelling (along the Riverfront), and I still struggle to find things that I really want to see there. But it's fun to go there when it happens. They've got that stage there, there's obviously that building and back area by the water where they haven't done anything for a while. Any time that they have some music that's an excuse to go, and if they had a little bit of food or (if) you can drink a beer in this little section too. For some reason, a little bit of ice cream and beer, people go nuts."*

*"(The Park District) used to do that, but I think it was such a flood plain. They've just redone all the drains and now it looks fabulous; maybe now they'll start to bring more things back. I think it would flood and the whole thing would just be mud and they'd have to cancel events and concerts; that's why they moved across the river. But I'd love it, that's right in my backyard, I would go down there every week."*

*"I was wondering about accessibility for students. I'm a special ed teacher, so accessibility to me is very important for parks." "I think there's a ramp." "There might be."*

*"I don't even know if (kayaking) is out there; I'm just unaware of it. Maybe some kind of rental, if you could rent a kayak or a paddleboard to go out on the river." "There are a couple different launches, and they do rent kayaks at Mill Race."*

*"It would be nice to have classes offered from the park district on canoeing, kayaking."*

*"I would do (exercise class along the river). During Covid, some of the exercise classes were moved into the parking lot in the early phases of summertime 2020. And that was really nice. If they moved some of the classes out there (along the river)..."*

*"Fishing classes or intro to fishing along the river. It's definitely something that you see people out there doing but it's not really something that you could kind of just dive in on your own unless you're doing a lot of research."*

**Participants were informed about the 15-acre property that the GPD recently acquired near the Peck Farm site along Fabyan Parkway, and asked about their preferred uses for that land.**

- Most (8 of 14 respondents) would like to see at least half of this acreage developed for active recreation and improvements (including 5 recommending 80%+ for active activities).
- A number of these residents feel that the Geneva area has enough open space for passive recreation, and lacks the facilities that other communities have. Most often, this location is where they would suggest considering:
  - An indoor pool (n=11 respondents)
  - Indoor/outdoor pickleball courts (n=5) or tennis courts (n=4)
  - A new gym (n=4) or rec/multi-purpose facility (n=4)
  - A Ninja park/ropes facility (n=3) or climbing wall/tower (n=3)
  - An amphitheater or black box theater/stage for performances, concerts, etc. (n=3)
  - Ice rink (n=2)
  - Education or nature center (n=2 – farming theme, food/nutritional classes)
  - Playground (n=2)
  - All others were single responses (e.g., petting zoo, fitness area, baseball field, rollerblade/skate park, etc.).

*"I think we already have plenty of green passive space. We have a ton of it. So I said pickleball, a rock wall. There was that ninja park idea, but I couldn't think of it until just now. Like an indoor pool or a ninja place with ropes courses or something like that."*

*"I did say 10% (of the land should be used) for the passive (and 90% active), but I would agree, we have a lot of passive space. I said an outdoor theater, indoor pool, a family center, because in Geneva we have a lack of the Naperville scenarios or the Schaumburgs where they have the whirly ball and all of the other stuff. I'm not saying for us to do that, but something for families of older and younger kids to go and do something. I also put down a Ninja warrior course, pickleball courts, and a community center, like a teen center for kids to be able to blow off steam and have fun."*

*"I agree, I don't think Geneva needs any more green space. But being where it is, I feel compelled that it should be mostly aesthetically fitting in with that area. I don't want it to stand out. Picnic tables, maybe an outdoor sport area, I like the amphitheater idea, or a gazebo picnic area."*

*"Like a summer camp or a main facility where you could have all summer camps and host them there. I said 10% passive/90% active. The most important to me would be that it connects to the other passive property around there that they already have. Maybe an acoustic/electric convertible stage for the performing arts, rentable space and also a place where you could host the summer camps or whatever so they're not cooking (from the heat), or if they've got to go inside with all the wildfire smoke. My guess is there's just going to be more of that..you've got to be inside."*

*"A pool and recreational facilities, whether it's pickleball or tennis or another area for people that can be converted, all indoor. And then, a walking path with gardens, like a tranquil area to soften the facility." "Yeah, just more activities, especially for the winter. So whatever type of indoor facilities, whether it be a basketball court, a pool. I would use the pool, my family would. Whatever type of indoor covered activities for seniors or adults or teenagers or kids. I would just say for everyone in the community. I think it's just going to be good and improve everything. So all indoor." "I agree with what you said, the pickleball, the tennis, maybe basketball. Just a variety, a multifunctional building."*

**Those seeking more passive improvements and usage for this 15-acre property (n=6 of 14) seek trails, amenities such as benches or fitness stations, gardens, visual elements, etc.**

*"On the passive side...St. Charles has a really nice sculpture park, also Mount Saint Mary's. Something like that where you're actually going to look at something would be nice."*

*"Things that they could incorporate when they have camps at Peck Farm, something like that. I would also piggyback to stay on the path and be all aesthetically pleasing and together."*

*"I was kind of either/or, either a place with a pool or open space for walking or bike riding." "Or like benches, somewhere to sit down out there." "I was at a park that had fitness stations. You could use it for walking or biking, but then there were stations along the way where you could do pullups or whatever." (Four additional respondents like this idea).*

*"I was the 80% passive, and 20% mixed use building, teen center, where you could change the surface of the space. It's 20% of that small area, so I'm just picturing the house that's there now, like make it the building. No pool, there's a lack of parking."*

**Finally, the community-wide survey suggested that GPD residents living east of the River were less satisfied with the District and/or felt underserved, given that many parks and facilities are further west.**

- Four of the East-side residents who participated in the survey earlier this year were invited and attended one of the two focus group sessions.
  - Three offered suggestions for GPD activities or facilities for that part of the District are below.
  - The fourth resident from the East side said that driving to the fitness facility at Sunset is a nuisance at times but “not the end of the world.” However, he would like to have an indoor track closer to his home, as Persinger is too far away.

*“It would be cool to have, on the east side, something for kids like a rock wall, a facility that had some younger focus, for kids to have access.”*

*“When I was thinking of a destination (idea for the east side). I was brainstorming with friends, a parkour, an American Ninja warrior, or a cool thing to walk around. A dog park. You know, something like that. Or a rock wall. I’d love to have an outdoor pickleball court built, because I personally just wish that there were a little bit more opportunities on the East side.”*

*“And a little easier for walking, biking, getting around on the East side. They’ve got great paths in other parts of the community, but we have to drive there.”*

*“Something on the East side would be nice, (as we live there). Something in the middle...we have to drive across town, through downtown Geneva, to get to those (existing) facilities, and sometimes it’s after work, with high traffic, it’s just annoying.” “I know, that’s why I don’t go to the park district, because it’s just too far during traffic.” “Yes, just a fitness facility that I’m thinking (for the east side)...a workout facility.”*

# Appendix



## Topline Outline for Geneva Park District Focus Groups: Older Residents & Non-Users (Draft 2: 06.16.23)

### I. Welcome and Intro Questions

- A. Brief description of discussion goals, purpose, etc.
- B. Tell me about your interests -- what are your leisure activities both with and outside of the Geneva Park District? Things you do for fun? [PROBE FOR BOTH ACTIVE AND PASSIVE ACTIVITIES]
  - 1. Which do you do alone, vs. with others? Where? How often?
- C. Overall opinion of the GPD
  - 1. Strengths/Biggest positives
  - 2. Weaknesses/Opportunities for improvement

### II. Existing/Recent GPD Programs

- A. Thinking about GPD programs, which ones come to mind (whether you/your household participated in them or not). [PROBE FOR ADULT PROGRAMS vs. THOSE FOR CHILDREN/FAMILIES]
  - 1. Have you ever attended or participated in a GPD program -- a class, a league, a group, something else? For any ages -- family, youth, adult, active older adults.
  - 2. If so, which ones? When did you last participate?
    - a. If lapsed for some time, why has your participation dropped off?
  - 3. What types of adult programming/activities does the GPD do/provide especially well? Why?
  - 4. How about not so well? Which one(s) need improvements, and why?
- B. Level of familiarity with GPD programs and facilities in general, and adult programs specifically
  - 1. Which adult programs are you most familiar with?
  - 2. Which adult programs would you like to learn more about?
    - a. Any that you have considered/looked into but not signed up for? Why?
  - 3. Has your level of awareness/participation in adult programs changed over time? Why?

- 4. If participation has dropped, why? [PROBE FOR SPECIFICS]
  - a. Dissatisfaction with previous GPD program?
  - b. Issues with registration?
  - c. Issues with scheduling?
  - d. Fees?
  - e. Alternative facilities/agency/provider offering similar activities? Which ones? Why go there instead of GPD? What prompted the decision?
  - f. Other reasons?
- C. What "drives" the decision to sign up for an adult program? What is most important, second, etc.?
  - 1. Example(s) of something that was especially compelling or effective when deciding to sign up for a program
  - 2. How important is "word of mouth" or a referral/suggestion from a friend or neighbor? More important/compelling than information provided by the GPD website/program guide?
- D. If non-participants, what are the barriers/reasons for not participating? [TEST SIMILAR PROBES AS ABOVE]

### III. Programming Ideas/Opportunities

- A. What are the biggest "gaps" in the GPD's adult program offering? What are others doing that the GPD should be doing?
- B. How about any facilities that represent the biggest "gaps" in the District that limit the types of programs that you'd like to see offered? (e.g., no such facility, lack of availability, too far away, poor condition, etc.)
- C. What new adult programs could the GPD offer that would be of greatest interest to you/your spouse or partner?
  - 1. Open-ended at first, with probing for detailed descriptions (e.g., would this be a one-time vs. an ongoing/weekly activity? Ideal days/times? Specific activities?)
  - 2. Close-ended categories: How about new adult programs for you/your household in terms of:
    - a. Team or individual sports
    - b. Sports lessons
    - c. Arts and crafts
    - d. Theater or performance programs
    - e. Experience activities like trips or guest speakers
    - f. Social activities like game nights
    - g. Riverfront activities/events
    - h. Outdoor fitness (probe for specifics)
    - i. Indoor fitness (probe for specifics)

3. How important is having a "social" element to these activities (e.g., meeting new people; having some extra social time before or after the activity, etc.)?
    - a. Is the ideal program/activity something that you would do with a group of your friends, or an opportunity to socialize/meet new people?
    - b. Which activities are ideal for more friends/group-based, vs. social opportunities?
  4. Thinking about ideal "new" program(s) described just now, how likely would you actually be to sign up (e.g., is this a "must have" vs. a "nice to have")?
    - a. If only somewhat/not likely, why not?
    - b. Any suggestions/ideas that generate the greatest interest to the group? If so, which ones and why?
- D. How about existing GPD adult programs – which ones are you/your household most interested in, and why?
1. What do you like most about the current/recent GPD adult programs you participated in? Why did you originally sign up? Why continue or come back?
  2. Suggestions or improvement ideas for current/recent GPD programs – whether you participated or not
    - a. What could GPD do better or differently that would make you more likely to sign up/participate?

#### IV. GPD Communication Ideas

- A. How do you learn about GPD activities, programs, and facilities? What are your preferred sources for staying informed?
  1. Rely more on GPD website or program guide? Why?
  2. Suggested improvements on making GPD programming clearer or more compelling in the program guide? On the website?
  3. Preferred alternatives to these channels on programming information? (e.g., social media; texting; emails; etc.)
    - a. What is the best way/channel to inform you? [PROBE FOR OUT-OF-THE-BOX IDEAS]
    - b. Interest in a separate/smaller adult-specific brochure, or mailing, or email – and which one is top choice?
- B. Sources of information for other community events, activities, news, opportunities: Where do you go to find out about news or other things going on in the community?

#### V. New Park Suggestions

- A. Awareness of new 15-acre park/open space recently acquired by GPD next to Peck Farm Park
- B. How would you like to see this new area used or improved?
  1. Active only, passive only, or a mix (and how much of each)
  2. Detail on passive activities (e.g., trails; natural open space; picnic areas; amenities like benches and restrooms; nature/learning center)
  3. Detail on active activities/improvements (e.g., sports fields for lacrosse/football/soccer/other; pickleball or tennis courts; fitness stations; other such as indoor facility/indoor pool/ice rink/other)

#### VI. Wrap Up

- A. In general, what one thing could GPD do to make you more interested or likely to sign up for an adult program or activity?
- B. Other ideas on how GPD can serve you/your household better – any age group?
- C. Thank you

## Topline Outline for Geneva Park District Focus Groups: Younger Residents & Participants (Draft 2: 06.16.23)

### I. Welcome and Intro Questions

- A. Brief description of discussion goals, purpose, etc.
- B. How long have you lived in Geneva or within the Geneva Park District? [MODERATOR NOTE: KEEP TRACK OF NEWER RESIDENTS WITHIN THE PAST 5 YEARS]
- C. Tell me about your interests -- what are your leisure activities both with and outside of the Geneva Park District? Things you do for fun? [PROBE FOR BOTH ACTIVE AND PASSIVE ACTIVITIES]
  - 1. Which do you do alone, vs. with others? Where? How often?
- D. Overall opinion of the GPD
  - 1. Strengths/Biggest positives
  - 2. Weaknesses/Opportunities for improvement
  - 3. Discuss overall scores for GPD on paper questionnaires, especially lower ratings and probe for reasons

### II. Existing/Recent GPD Programs

- A. Thinking about GPD programs, which ones come to mind? [PROBE FOR FAMILY AND YOUTH PROGRAMS]
  - 1. Have you ever attended or participated in a GPD program -- a class, a league, a group, something else? For any ages -- family, youth, adult, active older adults.
  - 2. If so, which ones? When did you last participate?
    - a. If lapsed for some time, why has your participation dropped off?
  - 3. What types of programming/activities does the GPD do/provide especially well? Why?
  - 4. How about not-so-well? Which one(s) need improvements, and why?
- B. Level of familiarity with GPD programs and facilities in general, and adult programs specifically -- do you feel informed or have access to information about programs, facilities, events, etc.?
  - 1. Has your household's participation in GPD programs changed in the past few years? Explain. (PROBE ASIDE FROM COVID)

- 2. If participation has dropped, why? [PROBE FOR SPECIFICS]
  - a. Dissatisfaction with previous GPD program?
  - b. Issues with registration?
  - c. Issues with scheduling?
  - d. Fees?
  - e. Alternative facilities/agency/provider offering similar activities? Which ones? Why go there instead of GPD? What prompted the decision?
  - f. Other reasons?
- C. What "drives" the decision to sign up for a GPD program? What is most important, second, etc.?
  - 1. Example(s) of something that was especially compelling or effective when deciding to sign up for a program
  - 2. How important is "word of mouth" or a referral/suggestion from a friend or neighbor? More important/compelling than information provided by the GPD website/program guide?
- D. If non-participants, what are the barriers/reasons for not participating? [TEST SIMILAR PROBES AS ABOVE]

### III. Ideas/Opportunities

- A. What are the biggest "gaps" in the GPD's program offering? What are others doing that the GPD should be doing?
- B. What new programs could the GPD offer that would be of greatest interest to you/your spouse or partner/your children (or other household members)?
  - 1. Open-ended at first, with probing for detailed descriptions (e.g., would this be a 1-time vs. an ongoing/weekly activity? Ideal days/times? Specific activities?)
  - 2. Close-ended categories: How about new programs for you/your household in terms of:
    - a. Team sports
    - b. Sports lessons
    - c. Any other unmet sports or athletic needs
    - d. Arts and crafts
    - e. Theater programs
    - f. Teen activities
    - g. Social activities for youth and adults
    - h. Riverfront activities/events,
    - i. Outdoor fitness

3. Thinking about ideal "new" program(s) described just now, how likely would you actually be to sign up (e.g., is this a "must have" vs. a "nice to have")?
  - a. If only somewhat/not likely, why not?
  - b. Any suggestions/ideas that generate the greatest interest to the group? If so, which ones and why?
- C. Have you "dropped" or stopped participating in any GPD programs, and why? (e.g., tired of the program; specific dislikes such as fees, schedule, instructor, etc.; found something similar/better elsewhere; stopped during COVID and never re-started; etc.)
- D. How about any facilities that represent the biggest "gaps" in the District that limit the types of programs that you'd like to see offered? (e.g., no such facility, lack of availability, too far away, poor condition, etc.)
  1. Which of these facility improvements are of greatest interest, or should be a top priority for the District? (Focus on improvements for parks, vs. facilities, vs. programs/activities)
  2. Knowing that new or bigger/improved facilities cost money to build and then operate, how willing are you to pay higher property taxes and/or fees for those top priorities?

#### IV. GPD Communication Ideas

- A. How do you learn about GPD activities, programs, and facilities? What are your preferred sources for staying informed?
  1. [FOR NEWEST RESIDENTS (within past 5 years)] How did you first learn about the GPD and its offerings? Which source(s) did you see, and which one(s) did you rely on most? What prompted you to sign up or use a facility?
  2. [FOR ALL] – Do you rely more on GPD website or program guide? Why?
  3. Suggested improvements on making GPD programming clearer or more compelling in the program guide? On the website?
  4. Preferred alternatives to these channels on programming information? (e.g., social media; texting; emails; etc.)
    - a. What is the best way/channel to inform you? [PROBE FOR OUT-OF-THE BOX IDEAS]
    - b. [IF HAVE OLDER CHILDREN]: How about the best ways to reach older children, e.g., ages 12 to 18? Any suggestions?
- B. Sources of information for other community events, activities, news, opportunities: Where do you go to find out about news or other things going on in the community (not necessarily PD-related)?

#### V. New Park Suggestions

- A. Awareness of new 15-acre park/open space recently acquired by GPD next to Peck Farm Park
- B. How would you like to see this new area used or improved?
  1. Active only, passive only, or a mix (and how much of each)
  2. Detail on passive activities (e.g., trails; natural open space; picnic areas; amenities like benches and restrooms; nature/learning center)
  3. Detail on active activities/improvements (e.g., sports fields for lacrosse/football/soccer/other; pickleball or tennis courts; fitness stations; other such as indoor facility/indoor pool/ice rink/other)

#### VI. Wrap Up

- A. In general, what one thing could GPD do to serve you/your household better – any age group?
- B. Thank you



# Memo

**To:** GPD Board of Commissioners and Nicole Vickers  
**From:** Carl Gorra  
**CC:** Christy Powell  
**Date:** November 20th, 2023  
**Re:** Mill Creek Community Picnic Table and Bench Purchase

---

## **Purpose:**

The Purpose of this memorandum is to provide The Board of Commissioners with information concerning the purchase of picnic tables and benches for Mill Creek Community Park.

## **Background**

The District seeks to install pickleball courts at Mill Creek Community Park as a key component of upcoming improvements facilitated in part by a recently awarded OSLAD grant. Public input has indicated that providing adequate seating near the courts is among the most desirable of all amenities for pickleball courts.

The original architectural drawing created for the District in regard to pickleball amenities included benches (7) and picnic tables (9). The financial outlay for these items as specified in the drawings was over \$64,000. After discussion with the board of commissioners in the October meeting, it was decided to reduce the number of benches and picnic tables to help offset costs of other parts of the project.

The reduction in the number of picnic tables (5) lowered the overall cost of structure, tables and benches to \$41,300.

Still, a switch to more price conscious yet robust alternatives can offer even more significant savings. Satisfactory benches and tables can be had that would bring the total cost of structure and picnic tables and benches to approximately \$16,000.

## **Recommendation**

Staff would recommend obtaining additional quotes to ensure a best fit for the project. The benches and tables as quoted require only a three to six-week lead time from order to shipping.



**DIRECTOR'S  
MONTHLY AGENDA AND REPORT  
November 20, 2023**

**TAX LEVY ORDINANCE #2023-10 (2<sup>nd</sup> Draft)**

The Tax Levy Ordinance is enclosed for the second board meeting review. Any questions you may have will be answered by Christy Powell. The public hearing for the tax levy will be held at 7:00 p.m. on December 11<sup>th</sup> during the regularly scheduled board meeting. The legal notice for the meeting is published November 29.

**FOCUS GROUPS RESULTS**

The scheduled focus groups in conjunction with the community survey have been completed. Jeff Andreasen from aQity Research will be present to review those results and answer any questions the board may have.

**MILL CREEK COMMUNITY PARK UPDATE**

Carl Gorra, Supt. Of Parks & Properties, has been researching additional picnic table and shade structure options with the goal of reducing costs. Staff still intends to lessen the amount of picnic tables as previously discussed but will continue to work on finding other efficiencies.

**COMMUNICATIONS**

Executive Director, Supt. of Recreation, and Supt. of Parks & Properties attended the Legal Symposium on November 2<sup>nd</sup>. Agenda included: Employment and Labor Laws; Employee Leave Rules; Changes and Other Hot Topics on Park District and Forest Preserve Finance; New Laws and Key Legislative Issues from the 103<sup>rd</sup> General Assembly; Complying with Ethics laws Related to Referendum and Other Political Activity, Gift Bans, and Legal Conflicts; Keeping It Legal on Social Media.

The IAPD/IPRA Soaring to New Heights Conference will be held January 25-27, 2024. If you are planning to attend please make sure staff is aware of your intention and the dates you will be present.

Staff has begun the process of reviewing and updating the intergovernmental agreements with the school district. The board will review the agreements once they are completed which is slated for late spring.

Staff held a ribbon-cutting ceremony to celebrate the 10-year anniversary of Playhouse 38. The event was well attended and staff did a remarkable job preparing to welcome guests.

Please remember staff will be meeting with the board prior to the December board meeting to brainstorm future capital projects.

Plans are being made for the GPD Foundation and the NRC to begin preparing for our Wine, Cheese and Trees fundraising event for February 24<sup>th</sup> of next year. The event will be held once again at the Geneva Public Library and in conjunction with all three organizations (Geneva Park District Foundation, Natural Resource Committee, and Geneva Public Library Foundation).

Invitations will be distributed shortly, but please remember the annual holiday party will be held on December 15<sup>th</sup> at Old Town Pub.

Enclosed in your packet is the board calendar including important meeting, event and continuing education dates.

#### **FUTURE MEETINGS**

Regular Scheduled Meeting	December 11	7:05 P.M.
Public Hearing – Tax Levy	December 11	7:00 P.M.
Foundation Regular Scheduled Meeting	January 23	7:00 P.M.

#### **RECREATION COMMITTEE MEETING REPORT**

The Recreation Committee Report and Minutes from the November 13<sup>th</sup> meeting are enclosed. The committee included board members Bre Cullen and Doug Jones as well as all Recreation staff. Staff will review the report and answer your questions. The committee and staff recommend approval of the Recreation Committee Report as presented.

#### **FITNESS SURVEY RESULTS**

The staff has completed surveys for both BestLife Fitness locations. Elliott Bortner will review the results of the surveys and any recommendations for the future. He will also be available to answer any questions you might have.

#### **WELLINGTON PARK PLAYGROUND REPLACEMENT CONTRACT**

Wellington Park was developed in 2007 and has reached its useful life. Staff would like to request the board approve moving forward with the proposal in the amount of \$19,860 with Upland Design to begin the process of replacement.

#### **SANDHOLM WOODS WEST MASTER PLAN**

Staff would like to develop a master plan for the west side of Sandholm Woods. Amenities may include accessible paths, seating areas, stopping points of interest, and updated landscaping. This particular parcel of land is underutilized and would benefit greatly from a redevelopment. Staff would ask the board approve a master plan with Upland Design in the amount of \$9,600.

# NOV 2023

SUN

MON

TUE

WED

THU

FRI

SAT

01

02

03

04

Chamber of  
Commerce Dinner  
@ 5pm

Parents Night  
Out 6-9pm

CAC Meeting @  
7pm

05

06

07

08

09

10

11

City Council &  
Comm of the  
Whole Mtg @7

HPC Mtg @  
7pm

Preschool Open  
House 5:30-7pm

Plan Comm Mtg  
@7pm

12

13

14

15

16

17

18

School District  
Mtg @ 7pm

Parents Night  
Out 6-9pm

19

20

21

22

23

24

25

Efficiency  
Committee @ 6pm

Board Mtg @ 7pm

City Council & Comm of  
the Whole Mtg @7

HPC Mtg @  
7pm

Thanksgiving  
All facilities  
CLOSED



Admin Office  
CLOSED

26

27

28

29

30

School District  
Mtg @ 7pm



# DEC 2023

SUN

MON

TUE

WED

THU

FRI

SAT

01

02

Parents Night  
Out

Polar Express

03

04

05

06

07

08

09

Polar Express

City Council &  
Comm of the  
Whole Mtg @7

Winter  
Registration  
Day!

HPC Mtg @  
7pm

CAC Mtg @  
7pm

10

11

12

13

14

15

16

School District  
Mtg @ 7pm

The Polar  
Express Movie  
at PH38 6:30pm

Plan Comm Mtg  
@ 7pm

Holiday Party  
@ Old Towne  
4-6:30pm

Parents Night Out

17

18

19

20

21

22

23

Jingle Ball  
Dance Recital  
@ Geneva HS

City Council &  
Comm of the  
Whole Mtg @7

Bagpipes &  
Bonfire 6:30pm  
@ Peck

HPC Mtg @  
7pm

Library Mtg @  
7pm

24

25

26

27

28

29

30

Christmas Eve  
Facilities Close  
@ 1pm

Facilities Closed



Plan Comm Mtg  
@ 7pm

31

New Year's Eve  
Facilities Close  
@ 1pm

**GENEVA PARK DISTRICT  
RECREATION BOARD REPORT  
ELLIOTT BORTNER, CPRP, AFO  
SUPERINTENDENT OF RECREATION  
November 20, 2023**

**UPDATE:**

**I. PROGRAMS**

The winter brochure was made available on the park district website on November 16 and has begun to hit mailboxes. Winter registration day will take place on Tuesday, December 5.

The Recreation Committee meeting was held on November 13. Staff reviewed Spring 2023 and Summer 2023 season cost analyses. Kelly Wales presented the Summer Camp Annual Report, including a comprehensive look back at this year's traditional and unique camps and a review of recommendations for next year's program.

**II. EVENTS**

Halloween HayDay was held on Saturday, October 21 at SPRC. The event was a great success with plenty of fun had by all participants engaging in activities such as costume contest, carnival games, egg hunt, bounce houses, magic show, and more. On the same day, the Howl'o'ween Dog Parade took place at Peck Farm Park with nearly 75 dogs in attendance!



On Monday, October 23, Pizza Palooza took place at Sunset Community Center to kick off Red Ribbon Week. Attendees were treated to free pizza and a performance by a juggler!

Recreation staff have nearly everything in place for the Polar Express event on December 2 and 3. The event is able to accommodate about 500 people over two days and four train rides with each session culminating in a pizza lunch at Aurelio's in Geneva.

Hello Santa Calls will be made on Tuesday, December 12 to about 60 children.

**III. FACILITIES**

One of the district's newest ventures, the Pumpkin Smash, was held at the Community Gardens in conjunction with the City of Geneva's Natural Resources Committee. Hundreds of pumpkins were brought to be smashed into the gardens' soil to provide valuable nutrients for next growing

season! In addition to pumpkins, Flat Can Recycling was on site and collected over 520 pounds of materials for recycling, including aerosol products, batteries, latex paint, and more.



Both BestLife Fitness locations held an open house on Saturday, November 11. The event welcomed anyone in the community to work out for free for the day, provided an opportunity to engage with sponsors from area businesses, and included prizes and refreshments and resulted in over 20 new memberships! Later this week, BestLife Fitness will offer a Black Friday Deal -- \$23 for the rest of 2023

Playhouse 38 hosted “The Shadow Over Dunwich” on October 27-29. The adult theatrical play averaged over 40 in attendance at each show. Next up, “It’s a Wonderful Life: Radio Play” will take the stage December 1-3.



Staff at Peck Farm Park are preparing for holiday programs and events, including the annual Gingerbread Barn Raising program and Bagpipes and Bonfire event.

## **INFORMATION:**

### **I. SUNSET REPORT**

Comparison figures for Sunset Racquetball and Fitness Center are as follows

<b>SRFC General</b>		
	<b>October 2022</b>	<b>October 2023</b>
Annual Membership Revenue	\$7,620	\$9,093
EFT/Ongoing Revenue	\$3,193	\$4,693
Court Hours	\$312	\$51
Guests	\$295	\$446
Vending	\$60	\$137
<b>Total Revenue</b>	<b>\$11,480</b>	<b>\$14,420</b>
Resident SRFC Pre-Paid:		
New	8	14
Renew	18	12
Resident SRFC Ongoing:		
New	1	4
Renew	1	2
Non-Resident SRFC Pre-Paid:		
New	1	0
Renew	3	2
Non-Resident SRFC Ongoing:		
New	0	1
Renew	0	0
New	10	19
Renew	22	16
Totals	32	35

<b>SRFC Memberships Totals</b>		
	<b>October 2022</b>	<b>October 2023</b>
Total Membership Revenue	\$10,813	\$13,786

<b>SRFC Usage Breakdown</b>		
	<b>October 2022</b>	<b>October 2023</b>
Members	1,710	3,238
Guests	24	90
Total Usage	1,734	3,328
Weight room Usage	1,710	3,238
Court Usage		
Reserved Court Time	15	29
Walk-on Court Time	4	0

<b>SRFC Year to Date Comparison</b>				
	<b>2022/2023</b>		<b>2023/2024</b>	
Total EFT/Ongoing Memberships	96		143	
Total # of Memberships/Members (excludes Gold)	352	549	404	564
Total Membership Revenue	\$64,168		\$80,339	
Projected EFT/Ongoing Annual Revenue	\$19,158		\$28,158	

## II. SPRC REPORT

Comparison figures for Stephen D. Persinger Recreation Center are as follows

<b>SPRC General</b>		
	<b>October 2022</b>	<b>October 2023</b>
Total Membership Revenue	\$26,353	\$31,237
Memberships	59	69
Track Passes	24	43
Guests	80	86

<b>SPRC Membership Breakdown</b>		
	<b>October 2022</b>	<b>October 2023</b>
Resident Gold Pre-Paid:		
New	2	4
Renew	0	4
Resident Gold ONGOING:		
New	0	5
Renew	1	1
Non-Resident Gold Pre-Paid:		
New	0	0
Renew	0	0
Non-Resident Gold ONGOING:		
New	0	1
Renew	0	0
Resident SPRC Pre-Paid:		
New	11	16
Renew	24	15
Resident SPRC ONGOING:		
New	4	11
Renew	3	2
Non-Resident SPRC Pre-Paid:		
New	4	4
Renew	6	3
Non-Resident SPRC ONGOING:		
New	1	3
Renew	3	0
New	22	44
Renew	37	25
Totals	59	69

<b>SPRC Usage Breakdown</b>		
	<b>October 2022</b>	<b>October 2023</b>
Members	4,683	7,372
Guests	80	86
Total Usage	4,763	7,458

<b>SPRC Totals</b>				
	<b>October 2022</b>		<b>October 2023</b>	
Annual Membership Revenue:	\$16,232		\$16,643	
EFT/Ongoing Membership Revenue:	\$8,988		\$11,434	
Monthly Memberships	3	\$283	8	\$585
Track Pass	24	\$850	43	\$2,575
Total Membership Revenue	\$26,353		\$31,237	
Birthday Parties	6	\$1,615	10	\$2,400
Guest Fees	80	\$584	86	\$625
Open Gym Youth	88	\$160	338	\$1,082
Open Gym Adult	132	\$35	56	\$222
Vending	\$140		\$868	
Total Additional Revenue	\$2,534		\$5,197	

<b>SPRC Year to Date Comparisons</b>				
	<b>2022/2023</b>		<b>2023/2024</b>	
Current Memberships/Members	832	1,739	1,144	2,297
Gold Annual	96	197	155	333
Gold Ongoing	48	136	71	207
SPRC Annual	457	898	658	1,169
SPRC Ongoing	231	508	260	588
Track Passes	310		613	
Total Membership Revenue	\$158,590		\$170,983	
Projected EFT/Ongoing Annual Revenue	\$53,928		\$68,604	



**GENEVA PARK DISTRICT  
PARKS AND PROPERTIES REPORT  
CARL GORRA  
SUPERINTENDENT OF PARKS AND PROPERTIES  
November 20<sup>th</sup>, 2023**

STAFF

- The Parks department is now fully staffed. An internal candidate currently working part time has accepted an offer of a full-time position, that being a Parks Specialist – Athletic Fields. The new employee has been with the District for two years as a long-term seasonal employee. This position typically works a scheduled five-day work week, with either Saturday or Sunday being a regular workday during the April thru October ball field season.
- Parks Specialist Bailee Arnold has passed her Certified Playground Safety Inspector test. Ms. Arnold is the primary staff member assigned to playground inspections, maintenance and repairs.
- Parks has nominated Rafael Davalos for the Outstanding MIPE Park Employee award. If selected, Rafael will receive a monetary gift to be used for educational/training purposes.
- The Parks labor budgets are all looking favorable in regards to predicted spending. With more than 50% of the fiscal year completed, the collective labor expenditures are not quite 50% expended.

PROJECT / OPERATIONS UPDATES

- Klemm Roofing has completed the roof replacement on the storage building at Jaycee Park. Next steps include the replacement of siding.



- Advanced Surveying and Mapping Consultants will be surveying Sandholm Park. The survey will identify property corners as well as points along the property line. Additionally, it will identify improvements and encroachments. The survey will be used to locate limited boundary line fencing and as a base map for a future comprehensive landscape design of the park.
- Davey Tree generously offered their services for free to prune mature trees at Garden Club Park. These trees were simply too large for staff to access, so their work was greatly appreciated.
- Meetings are being held with contractors to secure quotes to install a fiber optic cable from the Peck farmhouse to the Orientation Barn. The goal is to improve internet connectivity in the OB. Fiber optic cable is said to provide faster internet speeds, reduce “crosstalk” or signal transfers from other devices and provide additional security.



- Sealcoating and striping of select parking lots and trails have taken place. At Mill Creek Pool parking lot, three additional accessible parking spots were added to bring the lot into compliance with handicapped parking standards.



- Trail paving work at Carriage Crest, Williamsburg, Kay Lovett and Wheeler Park has been completed. Most of the paving work was completed the week of November 1st. Asphalt plants and asphalt contractors are planning on working into the first week of December, weather dependent
- An Eagle Scout Project at Williamsburg Park has recently been completed. The scout that completed the project is from Geneva, and lives very close to the park. He reached out to the District as he knew that local youths play pickup games at the park frequently. A backstop and two Mendocino benches were installed.





## ATHLETICS

- The renovation of Mill Creek North baseball infield has been completed. District staff worked with Sportsfields Inc. who removed and replaced infield ballmix, added sod to the sidelines and backstop areas and finished graded the field.



- Staff have installed a holding bin for excess ball mix at Peck Farm. Recently removed ball mix from Mill Creek will be stored until the field at Don Forni Park can be renovated. Forni has a field that needs considerable fill to bring it up to grade, and spoils from the Mill Creek effort will be very useful in the effort.

## FACILITIES / VEHICLES / EQUIPMENT

- Parks has taken delivery of a second Ford Maverick hybrid truck. The first Maverick was put into service in June and has proven to be a favorite of regular day staff as well as second shift staff. Mileage has lived up to claims, often exceeding forty miles per gallon.
- Although the pools are closed for the season, work remains to be done in preparation for next year. In the Sunset pump house, the main water supply plumbing was ready to be reworked. The new configuration will allow staff to separate the bath housewater supply from the pool supply and provides a valve that serves as both a drain and blow out port.





- Staff had all five septic tanks pumped out at Peck Farm. The contractor that performed the service suggested a yearly cleaning of the tanks based upon usage.

#### HORTICULTURE / NATURAL AREAS / GARDEN PLOTS

- Horticulture staff have finished planting Spring flowering bulbs in high visibility areas. To date, 1700 crocus bulbs were planted at Wheeler Park, 500 crocuses at Old Mill Park and 200 hyacinths at Wheeler. At Island Park, 1000 Dutch Master daffodils were planted at the Larry Gabriel Bridge and at Garden Club Park, 200 tulips were planted cooperatively with the Geneva Garden Club.



- The Geneva Natural Resources Committee has graciously donated twenty-five Bur Oak trees to be planted in District parks. Twelve were planted at Sterling Manor, five at Williamsburg Park and seven at Frank Burgess Park.



- This Wheeler Park mulberry tree shed the majority of its leaves on one cold and calm morning. Trees go through a process of “abscission” in Fall which starts as day lengths shorten and temperatures drop. While most trees lose their leaves over many days or even weeks, a few do it in short order. Ginkgo trees are known to drop all their leaves in a single day, as are black walnut and mulberry trees.





**Geneva Park District**  
**Recreation Committee Meeting**  
**Monday, November 13**  
**4:00pm**

**AGENDA**

- I. Call to Order
- II. 2023-2024 Recreation Fund Summary of Revenues and Expenses
- III. Recreation Program/Participant Cost Analysis
  - a. Spring 2023
  - b. Summer 2023
- IV. Summer Day Camp Revenue and Expenditure Breakdown
- V. Summer Day Camp Recommendations
- VI. Additional discussion/questions
- VII. Adjourn



710 Western Ave.  
Geneva, IL 60134  
Phone (630) 232-4542  
Fax (630) 232-4569

## Memorandum

**To:** Recreation Committee

**From:** Elliott Bortner, Superintendent of Recreation

**Date:** November 13, 2023

**RE:** Recreation Committee Report

---

Attached are the recreation programs financial analysis and participation comparisons for the Spring and Summer 2023 seasons. Also, for reference, is the summary of revenue and expense for the recreation budget for the 2023-24 fiscal year.

In regard to the remaining net balances in some of the program accounts, I wanted to remind the committee that this report reflects only direct costs associated with the programs. It does not include administrative costs, full time salaries, utilities, building repairs, maintenance, or the \$15,000, plus CPI, rent we pay to the school district each year for school use outside of Kids' Zone. When incorporating these costs into our programs, many are closer to breaking even than making a profit.

All program revenue generated assists in offsetting deficits produced by the Administrative and Public Information Operations along with the Park District's operations of Western Avenue and Harrison Street School gyms.

**Geneva Park District  
Recreation Fund  
Summary of Revenue and Expense  
May 2023 - April 2024**

	<u>Revenue</u>	<u>Expense</u>	<u>Surplus or (Deficit)</u>
SPRC	586,750	496,600	90,150
Pools	700,050	672,125	27,925
General Recreation	197,050	108,575	88,475
Sunset Racquetball & Fitness Center	168,100	145,910	22,190
Camps	378,500	295,450	83,050
Dance	123,000	57,550	65,450
Preschool/ Toddler	437,000	373,350	63,650
Tumbling/ Gymnastics/Cheerleading	162,500	118,200	44,300
Playhouse 38	59,000	61,750	(2,750)
General Athletics	354,400	238,150	116,250
Active Older Adults	27,500	19,500	8,000
Baseball/ Softball	96,000	42,750	53,250
Stone Creek Miniature Golf	111,500	48,025	63,475
Contracted & Cooperative Programs	17,200	13,400	3,800
Community Center Rentals	8,500	1,500	7,000
Public Information	15,000	108,800	(93,800)
Ice Rinks	-	-	-
Gymnasiums	-	52,000	(52,000)
Scholarships	7,000	7,000	-
Tennis	25,000	16,250	8,750
Special Events	87,400	60,225	27,175
After School Programs	1,029,500	866,950	162,550
Administrative Operations	1,960,000	2,746,890	(786,890)
<b>Total</b>	<b>6,550,950</b>	<b>6,550,950</b>	<b>-</b>
<b>Prior Year Totals</b>	<b>6,011,350</b>	<b>6,011,350</b>	<b>-</b>
<b>% Change</b>	<b>8.98%</b>		

**Geneva Park District  
Program/Participant Operating Cost Analysis  
Spring 2023**

Special Events	Resident	Non-Resident	2023 Total	2022 Total	Revenue	Expense	2023 Net Profit	2022 Net Profit	2023 Profit %	2022 Profit %	Active	Cancel	2023 Cancel %	2022 Cancel %
Parents Night Out	132	11	143	122 \$	2,937.00 \$	843.75 \$	2,093.25 \$	1,424.00 \$	71%	73%	6	0	0%	0%
Bunny Breakfast/Egg Hunt	397	31	428	449 \$	2,189.00 \$	1,945.85 \$	243.15 \$	466.66 \$	11%	20%	2	0	0%	0%
Egg-Mazing Race	14	22	36	36 \$	246.00 \$	22.74 \$	223.26 \$	82.07 \$	91%	40%	1	0	0%	0%
Bunny Basket Deliveries	61	0	61	62 \$	1,125.00 \$	919.25 \$	205.75 \$	275.77 \$	18%	24%	2	0	0%	0%
Screen Free Week	298	0	298	201 \$	- \$	350.00 \$	(350.00) \$	(299.52) \$	0%	0%	3	0	0%	33%
Totals	902	64	966	870 \$	6,497.00 \$	4,081.59 \$	2,415.41 \$	1,948.98 \$	37%	35%	14	0	0%	6%

Programs	Resident	Non-Resident	2023 Total	2022 Total	Revenue	Expense	2023 Net Profit	2022 Net Profit	2023 Profit %	2022 Profit %	Active	Cancel	2023 Cancel %	2022 Cancel %
Teen and Family	0	0	0	1	\$ -	\$ -	\$ -	\$ 40.00	0%	100%	0	3	100%	75%
Dance	1000	22	1022	921	\$ 11,691.00	\$ 3,543.83	\$ 8,147.17	\$ 7,553.76	70%	55%	13	7	35%	38%
Fitness	346	51	397	372	\$ 22,470.50	\$ 10,025.25	\$ 12,445.25	\$ 12,238.40	55%	57%	40	11	22%	48%
Gymnastics and Tumbling	125	6	131	134	\$ 19,230.12	\$ 5,056.61	\$ 14,173.51	\$ 4,716.49	74%	21%	17	3	15%	14%
General Athletics	417	26	443	333	\$ 32,845.75	\$ 20,213.99	\$ 12,631.76	\$ 14,442.58	38%	41%	38	11	22%	26%
Pickleball	658	792	1450	1096	\$ 11,723.00	\$ 5,461.84	\$ 6,261.16	\$ 5,024.00	53%	84%	19	2	10%	0%
Adult Leagues	0	0	0	0	\$ -	\$ -	\$ -	\$ -	0%	0%	0	0	0%	0%
All Star Sports	277	25	302	390	\$ 28,706.91	\$ 19,733.94	\$ 8,972.97	\$ 11,364.96	31%	31%	45	15	25%	16%
Toddler	92	14	106	129	\$ 11,794.00	\$ 7,989.60	\$ 3,804.40	\$ 4,903.45	32%	40%	14	4	22%	5%
Martial Arts	134	19	153	121	\$ 16,405.00	\$ 11,719.50	\$ 4,685.50	\$ 3,516.22	29%	29%	29	8	22%	5%
Youth	124	7	131	202	\$ 9,689.30	\$ 6,892.00	\$ 2,797.30	\$ 4,638.00	29%	30%	29	20	41%	35%
Adult	33	3	36	30	\$ 2,386.00	\$ 1,482.76	\$ 903.24	\$ 589.30	38%	30%	17	33	66%	69%
Cultural Arts	603	5	608	358	\$ 13,199.60	\$ 4,778.00	\$ 8,421.60	\$ 3,748.86	64%	45%	8	2	20%	38%
Seniors	16	10	26	22	\$ 1,711.00	\$ 1,373.20	\$ 337.80	\$ 216.40	20%	16%	4	0	0%	0%
Kids' Zone Before and After	365	0	365	311	\$ 1,052,232.00	\$ 822,863.00	\$ 229,369.00	\$ 168,528.00	22%	19%	6	0	0%	0%
Day Off Trips/Camps	602	45	647	0	\$ 25,915.49	\$ 17,107.32	\$ 8,808.17	\$ -	34%	0%	39	0	0%	0%
Peck Farm	316	69	385	396	\$ 4,335.00	\$ 2,823.82	\$ 1,511.18	\$ 2,482.00	35%	70%	20	14	41%	18%
Totals	5108	1094	6202	4816	\$ 1,264,334.67	\$ 941,064.66	\$ 323,270.01	\$ 244,002.42	26%	23%	338	133	28%	30%

Summary	2023	2022
Total Programs Offered	485	457
Total Programs Active	352	324
Total Participants	7168	5686

Total Revenue	\$ 1,270,831.67	\$ 1,074,542.15	General Athletics includes:
Total Expenses	\$ 945,146.25	\$ 828,590.75	Tennis
<b>Operating Net Gain</b>	<b>\$ 325,685.42</b>	<b>\$ 245,951.40</b>	Youth Leagues
Administrative/Facility Costs	\$ 58,293.13	\$ 53,656.00	Cheer and Poms
<b>Net Profit/(Loss)</b>	<b>\$ 267,392.30</b>	<b>\$ 192,295.40</b>	Youth Athletics



Geneva Park District  
Program/Participant Operating Cost Analysis  
Summer 2023

Special Events	Resident	Non-Resident	2023 Total	2022 Total	Revenue	Expense	2023 Net Profit	2022 Net Profit	2023 Profit %	2022 Profit %	Active	Cancel	2023 Cancel %	2022 Cancel %
Cosmic Mini-Golf	277	0	277	200	\$ 2,216.00	\$ 889.31	\$ 1,326.69	\$ 241.83	60%	15%	1	0	0%	0%
Mini-Golf Kids Day	82	0	82	70	\$ 164.00	\$ -	\$ 164.00	\$ 140.00	100%	100%	1	0	0%	0%
3 on 3 B-Ball Tournament	59	15	74	57	\$ 2,954.00	\$ 1,747.90	\$ 1,206.10	\$ 406.50	41%	31%	6	2	25%	20%
Geneva's Got Talent	26	0	26	14	\$ 1,075.00	\$ 1,000.00	\$ 75.00	\$ 90.00	7%	18%	1	0	0%	0%
Concerts in the Park	725	0	725	850	\$ 2,396.54	\$ 6,994.42	\$ (4,597.88)	\$ (1,604.72)	0%	0%	4	0	0%	0%
Movies in the Park	350	0	350	300	\$ 2,049.00	\$ 1,788.11	\$ 260.89	\$ (530.00)	13%	0%	3	0	0%	0%
Neighborhood Cookouts	300	0	300	500	\$ 500.00	\$ 553.00	\$ (53.00)	\$ (979.02)	0%	0%	3	0	0%	0%
Folk Fest	1200	0	1200	0	\$ 1,800.00	\$ 1,905.85	\$ (105.85)	\$ -	0%	0%	1	0	0%	100%
Parents Night Out	77	12	89	90	\$ 1,854.00	\$ 450.00	\$ 1,404.00	\$ 978.00	0%	68%	4	0	0%	25%
Totals	3096	27	3123	2081	\$ 15,008.54	\$ 15,328.59	\$ (320.05)	\$ (1,257.41)	0%	0%	24	2	8%	15%

Programs	Resident	Non-Resident	2023 Total	2022 Total	Revenue	Expense	2023 Net Profit	2022 Net Profit	2023 Profit %	2022 Profit %	Active	Cancel	2023 Cancel %	2022 Cancel %
Teen and Family	0	0	0	0	\$ -	\$ -	\$ -	\$ -	0%	0%	0	5	100%	0%
Dance	113	14	127	143	\$ 9,226.00	\$ 8,047.39	\$ 1,178.61	\$ 5,939.00	13%	57%	24	9	27%	23%
Fitness	311	37	348	294	\$ 29,331.00	\$ 12,378.75	\$ 16,952.25	\$ 13,731.25	58%	57%	33	23	41%	52%
Gymnastics and Tumbling	233	11	244	281	\$ 52,757.75	\$ 32,014.54	\$ 20,743.21	\$ 6,249.14	39%	18%	30	2	6%	0%
General Athletics	310	43	353	597	\$ 39,759.20	\$ 14,058.43	\$ 25,700.77	\$ 13,349.90	65%	36%	30	26	46%	34%
Pickleball	530	392	922	264	\$ 11,573.25	\$ 5,362.58	\$ 6,210.67	\$ 1,767.87	54%	65%	21	10	32%	8%
Adult Leagues	12	8	20	21	\$ 12,800.00	\$ 8,704.04	\$ 4,095.96	\$ 5,630.10	32%	38%	3	3	50%	50%
All Star Sports	428	52	480	453	\$ 40,660.39	\$ 27,800.78	\$ 12,859.61	\$ 13,264.58	32%	32%	74	16	18%	25%
Toddler	115	29	144	146	\$ 10,679.70	\$ 7,086.00	\$ 3,593.70	\$ 3,126.20	34%	41%	23	6	21%	23%
Martial Arts	104	12	116	129	\$ 13,681.55	\$ 9,936.51	\$ 3,745.04	\$ 3,743.62	27%	28%	31	12	28%	40%
Youth	179	15	194	138	\$ 31,161.50	\$ 24,057.80	\$ 7,103.70	\$ 7,920.30	23%	37%	54	27	33%	49%
Adult	26	3	29	28	\$ 1,829.60	\$ 1,077.70	\$ 751.90	\$ 230.50	41%	26%	16	30	65%	73%
Cultural Arts	779	47	826	178	\$ 19,440.00	\$ 5,008.00	\$ 14,432.00	\$ (2,083.63)	74%	0%	12	6	33%	64%
Seniors	23	5	28	16	\$ 1,909.00	\$ 1,561.50	\$ 347.50	\$ 297.65	18%	28%	4	2	33%	67%
Day Off Trips/Camps	3826	321	4147	3099	\$ 478,929.55	\$ 322,084.83	\$ 156,844.72	\$ 82,776.94	33%	24%	168	19	10%	16%
Peck Farm	138	38	1048	1151	\$ 91,796.00	\$ 79,049.16	\$ 12,746.84	\$ 37,063.50	14%	39%	12	11	48%	7%
Totals	7127	1027	9026	6938	\$ 845,534.49	\$ 558,228.01	\$ 287,306.48	\$ 193,006.92	34%	29%	535	207	28%	29%

Summary	2023	2022
Total Programs Offered	768	830
Total Programs Active	559	590

Total Participants	12149	9019
--------------------	-------	------

Total Revenue	\$ 860,543.03	\$ 664,478.15	General Athletics includes: Tennis Youth Leagues Cheer and Poms Youth Athletics
Total Expenses	\$ 573,556.60	\$ 472,728.64	
Operating Net Gain	\$ 286,986.43	\$ 191,749.51	
Administrative/Facility Costs	\$ 58,293.13	\$ 53,656.00	
Net Profit/(Loss)	\$ 228,693.31	\$ 138,093.51	

## MEMO

To: Elliott Bortner, Superintendent of Recreation

From: Kelly Wales, Recreation Supervisor

Subject: 2023 Day Camp Report

Date: November 2, 2023

---

The 2023 Day Camp Report outlines the financials and participation numbers for Traditional Camps (Safari, Discovery, Voyager, Explorer, Adventure, Teen X-treme Camps) and our Unique Camps.

As an overview our traditional camps had 3,791 participants with a profit of \$141,570.97. Our Unique Camps had 356 participants with a profit of \$14,726.91.

Included are recommendations for the 2024 summer season, which we are currently preparing.

Summer Day Camp Report 2023

	2018	2019	2020	2021	2022	2023	2018	2019	2020	2021	2022	2023
<b>Traditional Camps</b>												
Safari Camp (ages 3-5)	266	222	179	336	295	486	\$4,093.87	\$1,534.53	-\$612.84	\$4,253.48	\$3,928.17	\$7,075.27
M/W/F		91	106	159	148	294						
TU/TH		131	73	177	147	192						
Discovery Camp (Grade K)		174	119	170	212	226	see below, one budget for Discovery & Voyager					
Extra Hours		155	60	88	44	109						
Ext AM		65	15	35	1	37						
Ext PM		90	45	53	43	72						
Voyager Camp (Grade 1)	588	397	93	280	314	454	\$33,642.15	\$27,468.93	\$4,273.36	\$27,425.87	\$18,826.73	\$40,898.51
Extra Hours	502	330	53	189	182	266						
Ext AM	184	90	14	60	52	100						
Ext PM	318	240	39	129	130	166						
Explorer Camp (Grades 2-3)	587	677	318	495	519	656	\$36,610.57	\$32,463.28	\$6,284.35	\$31,034.54	\$18,826.74	\$41,286.17
Extra Hours	623	734	238	309	291	409						
Ext AM	231	261	62	75	77	142						
Ext PM	392	473	176	234	214	267						
Adventure Camp (Grades 4-5)	476	484	106	228	421	542	\$28,694.78	\$23,306.96	\$2,010.99	\$13,712.94	\$16,137.21	\$32,331.14
Extra Hours	440	416	107	179	265	292						
Ext AM	180	151	34	48	85	85						
Ext PM	260	265	73	131	180	207						
Junior Xtreme Camp (6th grade)	158	150	64									
Extra Hours	160	164	39									
Ext AM	67	72	16									
Ext PM	93	92	23									
Teen X-treme Camp (Grades 7-8)	129	187	26	185	162	251	\$23,741.98	\$33,215.95	\$6,054.96	\$19,562.61	\$11,856.72	\$19,979.88
Extra Hours	162	195	28	132	83	100						
Ext AM	61	77	14	45	19	32						
Ext PM	101	118	14	87	64	68						
<b>Total Traditional Camps</b>	<b>4091</b>	<b>4285</b>	<b>1430</b>	<b>2591</b>	<b>2788</b>	<b>3791</b>	<b>\$126,783.35</b>	<b>\$117,989.65</b>	<b>\$18,010.82</b>	<b>\$95,989.44</b>	<b>\$69,575.57</b>	<b>\$141,570.97</b>
<b>Traditional Camp Percent of Profit:</b>							<b>39%</b>	<b>33%</b>	<b>13%</b>	<b>37%</b>	<b>20%</b>	<b>27%</b>
*2018 Daily Day Off Trips were only held the week before camps started. *2020 COVID-19 pandemic affected enrollment. *2021 Junior Xtreme & Teen Camp was offered as one camp (6-8th graders). *2022 Junior Xtreme & Teen Camp was offered again as one camp (6th-8th graders). *2023 Junior Xtreme & Teen Camp was offered again as one camp (6th-8th graders).												
<b>Unique Camps</b>												
Pretty Princess Camp	31	27	7	20	22	17	\$812.03	\$1,106.78	\$357.29	\$1,345.74	\$1,188.12	\$703.25
Nothing But Sports Camp	30	33	0	12	24	18	\$429.51	\$1,229.76		\$516.18	\$924.09	\$744.62
Science Discovery Camp	n/a	16	n/a	n/a	n/a	n/a		\$625.14				
Top Chef Cooking Camp	n/a	n/a	n/a	n/a	n/a	17						\$703.25
My Little Princess Camp	31	30	16	40	23	32	\$933.26	\$1,352.74	\$786.03	\$2,064.76	\$1,056.57	\$1,323.77
Cool Construction Camp	25	11	0	14	0	n/a	\$856.98	\$374.16		\$625.92		
Storybook Adventures	9	10	0	9	17	12	\$232.01	\$363.70		\$387.14	\$640.07	\$496.41
Short Sports Camp	20	21	10	23	20	25	\$464.02	\$737.86	\$500.20	\$344.05	\$679.53	\$1,034.19
Creative Campers (Crafty Kids)	11	23	0	13	23	15	\$208.94	\$860.83		\$664.54	\$924.09	\$620.52
Messy Business	21	18	0	n/a	n/a	n/a	\$516.32	\$604.62				
Everyday Heroes	23	14	5	n/a	n/a	n/a	\$580.02	\$522.69	\$214.37			
Fun STEMs from Science	12	0	0	21	21	15	\$764.22			\$1,032.37	\$792.08	\$620.52
Fun-2-Play	91	91	50	53	73	82						
Fun-2-Play Ext hrs	115	115	42	44	49	60	\$5,064.04	\$4,058.22	\$2,643.94	\$3,613.31	\$5,148.53	\$5,874.21
AM hours	43	39	14	12	12	16						

	PM hours	72	76	28	32	37	44						
Artsy Camp - Artful Antics	8	0	0	0	0	0	0	\$212.65					
Lil' Crafty Campers	10	15	0	22	17	21	21	\$178.44	\$461.13		\$1,407.37	\$659.97	\$868.72
Zombie Outbreak Camp	14	0	0	0	0	0	n/a	\$348.02					
Test Track Camp				0	0	0	n/a						
Super Hero Training				0	0	0	n/a						
Bowling Camp				0	n/a	n/a	n/a						
PARK Adventures				0	n/a	n/a	n/a						
Community Helpers				0	0	0	0						
Sports Around the World				0	19	11	8			\$903.33	\$528.05		\$330.94
Escape the Boredom!				0	0	0	0						
Future Park District Rockstars!				0	0	0	0						
X-trafun Summer Camp				51	n/a	n/a	n/a						
X-trafun Summer Camp Ext hrs.				41	n/a	n/a	n/a		\$2,643.93				
AM hours				11									
PM hours				30									
Contests and Competitions					0	0	n/a						
Pretend Campout					0	0	0						
Go Green Play Green!					0	0	n/a						
Decades of Fun Music					0	0	0						
Hollywood Stars					0	11	12				\$660.27		\$496.41
Fantasy Camp (NEW)							11						\$455.04
Cartoon Camp (NEW)							11						\$455.06
Space Camp (NEW)							0						
Business Camp (NEW)							0						
Mysterious World of Art							0						
Outwit, Outplay, Outlast							0						
<b>Total Unique Camps</b>	<b>451</b>	<b>424</b>	<b>222</b>	<b>290</b>	<b>311</b>	<b>356</b>		<b>\$11,600.46</b>	<b>\$12,297.63</b>	<b>\$7,145.76</b>	<b>\$12,904.71</b>	<b>\$13,201.37</b>	<b>\$14,726.91</b>
	<b>Unique Camps Percent of Profit:</b>							<b>40%</b>	<b>41%</b>	<b>30%</b>	<b>50%</b>	<b>40%</b>	<b>41%</b>
<b>Total Traditional Camps</b>	4091	4285	1430	2591	2788	3791		\$126,783.35	\$117,989.65	\$18,010.82	\$95,989.44	\$69,575.57	\$141,570.97
<b>Total Unique Camps</b>	451	424	222	290	311	356		\$11,600.46	\$12,297.63	\$7,145.76	\$12,904.71	\$13,201.37	\$14,726.91
<b>Total For All Camps</b>	<b>4542</b>	<b>4709</b>	<b>1652</b>	<b>2881</b>	<b>3099</b>	<b>4147</b>		<b>\$138,383.81</b>	<b>\$130,287.28</b>	<b>\$25,156.58</b>	<b>\$108,894.15</b>	<b>\$82,776.94</b>	<b>\$156,297.88</b>
	<b>TOTAL Percent of Profit:</b>							<b>39%</b>	<b>33%</b>	<b>16%</b>	<b>39%</b>	<b>24%</b>	<b>34%</b>
<b>Total Camp Revenue</b>								<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>
								\$348,722.00	\$391,498.30	\$157,401.10	\$280,971.40	\$348,989.48	\$478,382.35
<b>Total Camp Expenses</b>								\$210,338.19	\$261,211.02	\$132,244.52	\$172,544.17	\$266,212.54	\$322,084.47
<b>Total Profit</b>								\$138,383.81	\$130,287.28	\$25,156.58	\$108,894.15	\$82,776.94	\$156,297.88

Cool Construction Camp	25	11	0	14	0	n/a	\$856.98	\$374.16		\$625.92		
Storybook Adventures	9	10	0	9	17	12	\$232.01	\$363.70		\$387.14	\$640.07	\$496.41
Short Sports Camp	20	21	10	23	20	25	\$464.02	\$737.86	\$500.20	\$344.05	\$679.53	\$1,034.19
Creative Campers (Crafty Kids)	11	23	0	13	23	15	\$208.94	\$860.83		\$664.54	\$924.09	\$620.52
Messy Business	21	18	0	n/a	n/a	n/a	\$516.32	\$604.62				
Everyday Heroes	23	14	5	n/a	n/a	n/a	\$580.02	\$522.69	\$214.37			
Fun STEMs from Science	12	0	0	21	21	15	\$764.22			\$1,032.37	\$792.08	\$620.52
Fun-2-Play	91	91	50	53	73	82						
Fun-2-Play Ext hrs	115	115	42	44	49	60	\$5,064.04	\$4,058.22	\$2,643.94	\$3,613.31	\$5,148.53	\$5,874.21
AM hours	43	39	14	12	12	16						
PM hours	72	76	28	32	37	44						
Artsy Camp - Artful Antics	8	0	0	0	0	0	\$212.65					
Lil' Crafty Campers	10	15	0	22	17	21	\$178.44	\$461.13		\$1,407.37	\$659.97	\$868.72
Zombie Outbreak Camp	14	0	0	0	0	n/a	\$348.02					
Test Track Camp			0	0	0	n/a						
Super Hero Training			0	0	0	n/a						
Bowling Camp			0	n/a	n/a	n/a						
PARK Adventures			0	n/a	n/a	n/a						
Community Helpers			0	0	0	0						
Sports Around the World			0	19	11	8				\$903.33	\$528.05	\$330.94
Escape the Boredom!			0	0	0	0						
Future Park District Rockstars!			0	0	0	0						
X-trafun Summer Camp			51	n/a	n/a	n/a						
X-trafun Summer Camp Ext hrs.			41	n/a	n/a	n/a						
AM hours			11						\$2,643.93			
PM hours			30									
Contests and Competitions				0	0	n/a						
Pretend Campout				0	0	0						
Go Green Play Green!				0	0	n/a						
Decades of Fun Music				0	0	0						
Hollywood Stars				0	11	12					\$660.27	\$496.41
Fantasy Camp (NEW)						11						\$455.04
Cartoon Camp (NEW)						11						\$455.06
Space Camp (NEW)						0						
Business Camp (NEW)						0						
Mysterious World of Art						0						

Outwit, Outplay, Outlast						0						
Total Unique Camps	451	424	222	290	311	356	\$11,600.46	\$12,297.63	\$7,145.76	\$12,904.71	\$13,201.37	\$14,726.91
Unique Camps Percent of Profit:							40%	41%	30%	50%	40%	41%
Total Traditional Camps	4091	4285	1430	2591	2788	3791	\$126,783.35	\$117,989.65	\$18,010.82	\$95,989.44	\$69,575.57	\$141,570.97
Total Unique Camps	451	424	222	290	311	356	\$11,600.46	\$12,297.63	\$7,145.76	\$12,904.71	\$13,201.37	\$14,726.91
Total For All Camps	4542	4709	1652	2881	3099	4147	\$138,383.81	\$130,287.28	\$25,156.58	\$108,894.15	\$82,776.94	\$156,297.88
TOTAL Percent of Profit:							39%	33%	16%	39%	24%	34%
							2018	2019	2020	2021	2022	2023
Total Camp Revenue							\$348,722.00	\$391,498.30	\$157,401.10	\$280,971.40	\$348,989.48	\$478,382.35
Total Camp Expenses							\$210,338.19	\$261,211.02	\$132,244.52	\$172,544.17	\$266,212.54	\$322,084.47
Total Profit							\$138,383.81	\$130,287.28	\$25,156.58	\$108,894.15	\$82,776.94	\$156,297.88

## Summary of Participant Evaluations:

Overall, we continue to provide a well-organized camp program that meets the needs of families in our community and provides a positive effect on children. Our staff connect with the children at age appropriate levels and are informative and helpful to parents when situations arise. Our program provides a safe place for children to participate in various activities that are planned throughout the day.

This year we implemented the use of ePACT and while in the end it was very beneficial our families and staff had some difficulties in the beginning of the summer completing accounts and creating daily attendance sheets. Once we worked out the kinks, ePACT was a great addition to our resources for camps. It allowed easy access to participant information for our staff and allowed families to keep the information updated at all times ensuring we had the most accurate information regarding their child.

While our general camp hours evaluations were positive, the families had indicated that our extended hours program should provide more variety in activities and incorporate educational components such as reading, math and science.

We will continue to offer orientation and training opportunities for our camp staff and work together to build on our strengths and improve our camp program based on parent feedback and our experiences.

---

### Parent feedback:

“LOVED the craft/activity ideas this year. You can tell a lot of thought and planning went into it.” – Safari Camp

“I’ve had 3 kids in this camp over the last few years and they have all loved it! Miss San does a great job planning fun, engaging activities. She even gives the kids an individualized scrapbook at the end!” – Safari Camp

“We live in West Chicago and also use ePACT there...it was so nice to see all of my child's info transfer over in between district programs. Thank you!” – Safari Camp

“My daughter grew so much while attending this camp 3 x week this past summer. She still talks about Miss San and her counselors. We plan on enrolling again next year. Thank you for a great experience!” – Safari Camp

“We loved it! We hope to be a part of it for years to come!” – Discovery Camp

“My daughter really loved going to camp this summer!” – Voyager Camp

“The staff was very nice and reassuring regarding my concerns on the days that that were really hot. I know my daughter was very well taken care of.” – Voyager Camp

“Declan had a great summer! He had fun in a safe environment while keeping him entertained. I felt informed of upcoming events and any changes from schedule. Such a great summer- thank you!” – Voyager Camp

“Phoebe absolutely loved her summer camp experience. The 2 days/week at the pool + parks and field trips kept her attention (different things to do each day) and she never had any concerns or issues with other campers or the staff. Just a great overall experience!” – Explorer Camp

“Lochlan had a great summer! He had fun in a safe environment while keeping him entertained. I felt informed of upcoming events and any changes from schedule. Such a great summer- thank you!” – Explorer Camp

“Laura was excellent. She was also extremely professional and helpful.” – Explorer Camp

“Lauren was excited to go each day. She really loved the Sunset pool trips.” – Adventure Camp

“Both my kids enjoyed the camps - they want to go again next year so thank you!” – Adventure Camp

"It would be nice to have someone outside that can check-in the kids. With having smaller children in the car it isn't convenient to get them all out of the car to drop one child off and then get them all back in the car. Especially when trying to drop kids off within certain timeframes for various camps." – Adventure Camp

"Nicole did a great job communicating and spending time addressing an issue at camp." – Teen Camp

"For the first week, the lines at Harrison were not clearly marked by age group/camp group so I didn't feel like it helped those first few days. We only participated in camp for 1 week so I'm sure it got better as it went on. The online process seemed very tedious and complicated with a lot of repeat questions." – Teen Camp

"We see the interplay between  
camp, school, and home...how all  
the spaces work together to  
create a thriving, successful child.  
And now we know that camp  
plays a very unique—even critical  
—role in that overall landscape."

Laurie Browne, Ph.D.  
The Impact of Camp Experiences







GENEVA PARK DISTRICT

# Summer CAMPS



## Summary of each camp is outlined below.

*Field trips, swimming and local park visits continued for the 2023 camp season!*

### **Safari Camp (3-5 years)**

Safari Camp is held at our Friendship Station Preschool facility. All activities are onsite. Safari Camp is designed to mirror our preschool program. We offer two options for families; Monday, Wednesday, Friday participation and/or Tuesday, Thursday participation. Families also have the option to enroll in both options to have their child participate Monday thru Friday. The goal of this camp is to keep consistent schedules for preschoolers who had just attended our preschool and to assist with the introduction of preschool for new or younger participants.

*Traditional Camps: Discovery, Voyager, Explorer, Adventure, (Junior Xtreme), and Teen Xtreme.*

*These camps continued with one week sessions.*

*During 2023 we offered our Day Off Fun Zone program during the school reserved emergency days at the end of the school year.*

*During the final week before school resumed we offered Fun-2-Play Camp for participants entering K-6<sup>th</sup> grade. This allowed us time to prepare and train staff for our Kids' Zone Program while continuing to provide child care for families.*

### **Discovery Camp (Kindergarten)**

Discovery Camp is held at Friendship Station Preschool. We provided weekly local field trips, visited Moore Park once a week as well as alternating mini golf and water days.

### **Voyager Camp (1<sup>st</sup> grade)**

Voyager Camp is held at Sunset Community Center. We provided weekly local field trips, visited Moore Park once a week as well as alternating mini golf and water days.

### **Explorer Camp (2<sup>nd</sup>-3<sup>rd</sup> grade)**

Explorer Camp is held at Western Avenue School Gymnasium. They visit Sunset Pool 2 days per week. They attend one weekly field trip and have a rotating schedule of local park visits.

### **Adventure Camp (4<sup>th</sup> -5<sup>th</sup> grade)**

Adventure Camp is held at Harrison Street School Gymnasium. They visit Sunset Pool 2 days per week. They attend one weekly field trip and have a rotating schedule of local park visits.

### **Junior X-treme Camp (6<sup>th</sup> grade)**

*Due to low enrollment the last couple years, we combined Junior X-treme Camp with our Teen X-treme Camp.*

### **Teen X-treme Camp (6<sup>th</sup> – 8<sup>th</sup> grade)**

Teen X-treme Camp was held at Harrison Street School Gymnasium. They visit Sunset Pool 2 days per week. They attend 2 weekly field trips and have a rotating schedule of local park visits.

### **Impact Camp (formerly Leadership Camp) (9<sup>th</sup>-10<sup>th</sup> grade)**

Our Impact Camp was scheduled at SCC. This program was designed to give older campers a more mature camp and offer them leadership opportunities, volunteer opportunities and the overall opportunity to make an impact in their community. Due to low enrollment we had to cancel all sessions offered for this camp.

### **Unique Camps (Ages Vary)**

Unique Camps are held at SPRC. We offered a total of 25 camps that were for children ages 3-15. Of the 25 camps, 15 were held. This year we continued to offer the camps to be in line with what grade the children will be entering as we have our Traditional Camps arranged. We will continue to watch the trends, to see what new specialty camps we can incorporate in the future.

## **Recommendations for 2024:**

### Program Facility Space

1. Continue to utilize school gymnasium space where camps have an indoor location for inclement weather and have access to utilize supplies from Kids' Zone.
  - a. Continue to investigate available school space and park district space that has air conditioning for our use on extreme heat days.
  - b. Purchase additional misting fans for Harrison & Western locations.

### Program Registration

2. Continue to offer Kids' Zone & Friendship Station Preschool participants priority registration for camps.
3. In an effort to minimize our waitlists before summer registration day we had published a set date for priority registration participants to cancel without being assessed a service charge.
  - a. Reevaluate the date set for cancellation.
  - b. Reevaluate the service charge assessed after camp begins.
4. Continue to offer Impact Camp and increase registration by marketing to last summer's 8<sup>th</sup> grade participants as well as school district online backpack and promoting information to this year's special event volunteer data base. Reach out to the Middle Schools before the end of their current school year to provide special marketing to those students to spread the awareness of the program and the fun they could have!
5. Continue utilizing ePACT program for secure and HIPPA compliant online participant information.
  - a. Investigate other features of the program to use for participant check out efficiencies.

### Programming

6. Research history of Unique Camps and evaluate options offered along with current age/grade based trends.
7. Reevaluate the daily routine schedule to accommodate smaller group activities. Research having special task/project assignments. Ex: Arts & Crafts Specialist, Sports Specialist, STEM specialist, etc.

### Staffing

8. Continue to work on staff development.
  - a. Rename staff training to staff orientation prior to camp beginning. Then any time scheduled to meet after camp starts will be considered staff training.
  - b. Continue to offer Camp Site Coordinators the opportunity to take ACA training courses.
9. Research opportunities to connect camp staff and campers prior to the first day of camp.
  - a. Continue having new staff join our Kids' Zone program at the end of May to get more comfortable leading games and activities.
10. Research the needs for adjusting staff to participant ratios (within budget), focusing on younger camps (Safari & Voyager) as well as our teen camps.
  - a. Consider adjusting staffing for other camps as well due to:
    - i. social / emotional needs of participants.
    - ii. additional support when we travel for field trips and participate in swimming.
11. Research having special task/project assignments. Ex: Arts & Crafts Specialist, Sports Specialist, STEM specialist, etc.
12. Create a staff appreciation program for staff.
  - a. Get to know the NEEDS of our staff – Nutrition, Emotions, Eating and Desires.
  - b. Encourage staff bonding opportunities.

### Field Trips / Transportation

13. Research bus costs of other companies to be sure we are receiving the best deal from First Student Bus Company.
  - a. Adjust trip location and times to remain in budget with travel expenses.

### Program Budget

14. Increase program fees 5-10% in an effort to cover rising expenses; minimum wage, bus rental costs and increasing supply costs. In an effort to remain competitive, staff intends to continue to budget a higher starting hourly wage for next season.

**2023 Completed Recommendations:**

- Research portable misting stations.
- In an effort to minimize our waitlists before summer registration day we will publish a set date for priority registration participants to cancel without being assessed a service charge.
- Secure ePact program for secure and HIPPA compliant online participant information.
- Follow guidance from IDPH and CDC to provide a safe environment for staff and campers.
- Offer priority registration to Friendship Station Preschool Families.
- Published a set date for priority registration participants to cancel without being assessed a service charge.
- Use When 2 Work for staff scheduling.
- Provided Camp Site Coordinators opportunities to take ACA training courses.

**GENEVA PARK DISTRICT**

710 Western Avenue

Geneva, IL 60134

(630) 232-4542

[www.genevaparks.org](http://www.genevaparks.org)**MEMORANDUM****TO:** Geneva Park District Board of Commissioners**FROM:** Ryan Coffland, Sunset Facility Manager  
Joey Kalwat, Aquatics & Facility Manager  
Elliott Bortner, Superintendent of Recreation**CC:** Nicole Vickers, Executive Director**DATE:** November 20, 2023**RE:** 2023 BestLife Fitness Survey Results

Attached you will find the results of the BestLife Fitness survey that was conducted in the fall of 2023. The online survey was directly emailed to members and QR codes were posted at both fitness center front desks. The survey was sent to 2,101 members with 293 from SPRC and 140 from SCC responding or 20.6%. Many unsolicited positive comments were received throughout the year from members at guests at both facilities.

**STEPHEN D. PERSINGER RECREATION CENTER (SPRC)**

The overall top box score for the entire survey was 91%. Highest top box scores of 97-99% were seen in customer service and cleanliness. Receiving the service you need in a timely manner and cleanliness of the hallways scored the highest at 97% & 99% respectively. Lowest scores were seen in the condition of equipment, specifically stretching areas, and being greeted by name ranking at 81% & 78% top box score.

**SUNSET COMMUNITY CENTER (SCC)**

The overall top box score for the entire survey was 94%. Highest top box scores of 97-100% were seen in customer service and cleanliness. Being greeted by a staff member and cleanliness of the hallways scored the highest at 100%. Lowest scores were seen in the condition of equipment, specifically stretching areas, ranking at 87% top box score.

Staff remains focused on identifying improvements and planning for the 2024-2025 fiscal year, as budgeting will commence in the coming weeks. Increasing memberships, exceptional customer service, cleanliness and new/improved fitness equipment will remain at the forefront as we look to enhance our community by providing exceptional fitness facilities for our residents to live their Best Life.



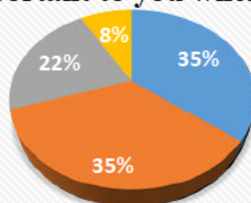
# 2023 BestLife Fitness Survey

\*\*Comments with a number after denote the number of similar comments made\*\*

## STEPHEN D. PERSINGER RECREATION CENTER (SPRC)

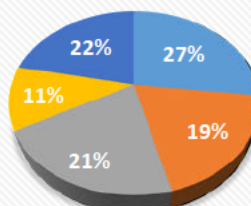
Please tell us the level of customer service you receive from front desk staff	TOP BOX
You are greeted by a staff member when you enter the facility	96%
Staff members refer to you by name	78%
You receive the service you need in a timely manner	97%
You have confidence in the information that staff members provide	95%
You feel staff members make you a priority over other duties	85%
Please rate the cleanliness of the facility in the following areas	TOP BOX
Fitness Center	97%
Locker Rooms	96%
Steam Room	92%
Hallways	99%
Stretching Area	91%
Gymnasium	98%
Track	97%
How would you rate the overall condition of the fitness equipment?	TOP BOX
Cardio	92%
Strength	86%
Free Weights	87%
Stretching Area	81%
Functional Fitness Areas	89%
<b>TOTAL TOP BOX SCORE</b>	<b>91%</b>

What factors are most important to you when choosing a fitness facility?



■ Location ■ Membership Fees ■ Selection of Equipment ■ Other

What areas do you regularly utilize at the facility?



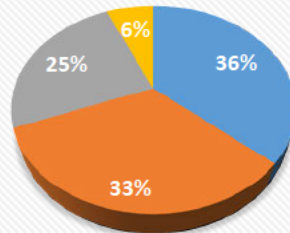
■ Fitness Equipment ■ Weights ■ Locker Rooms ■ Gym ■ Track

<b>SPRC Comments – Customer Service</b>
Really enjoy the facility and the front desk staff is always friendly and helpful.
Staff is amazing and I always feel welcomed!
A clean and friendly place to work out!
They ALWAYS say hello, without fail.
<b>SPRC Comments - Cleanliness</b>
Always clean and neat. (3)
Lockers need attention to their locks not working. (4)
The exercise mats at SPRC should be replaced more often. (2)
It would be nice to bring back the towels again if possible!
The track's maintained well, always spotless.
I appreciate Geneva keeping "track only" for locals at a low, reasonable yearly rate.
The carpet is getting old and needs replaced.
Steam room is amazing. Better than the rest.
<b>SPRC Comments - Fitness Equipment/Space</b>
Free weights and stretching areas are too small. (37)
Please add more benches and lat pull-down cable and dual pulley machine. (10)
My only complaint is that it's hard sometimes when there are too many people to use what you want. (5)
You need some updated equipment and a better variety. (4)
Too many cardio machines taking up space not being used. Id remove a few bikes and a couple treadmills. (4)
Hack squat or more equipment would be good instead of cardio machines. (3)
The park district needs to provide more space and time for basketball. (2)
Minor issue only - at times, need someone to enforce use of proper lanes.
I really appreciate the new hand weight rack that was added to the stretching area, that area is my favorite area in the gym.
Chest supported T-bar row would exponentially help hitting back. Not much back equipment.
Free weight area is too noisy (participants chatter, clanging of weights); should be moved to it's own room!
Wish phones were banned from workout area. Too many times I can't use a machine because someone is sitting using their phones.
Would like to see center acquire a vibration plate exercise machine.
The treadmills should be updated.
<b>SPRC Additional Comments</b>
Please bring back childcare. (4)
Indoor pool. (3)
Can the towels be returned? (3)
Get a few new basketballs. (2)
A rock wall would be fun!
Would love more machines/more space. Definitely consider expanding the fitness center!
Better cleaning & more frequently replace splitting upholstery on fitness equipment.
More volleyball open gym time.
Would really love opening a little earlier. Even 5:15am would be awesome!
The speed bumps are very high in the parking lot. Even at 5 mph my car scrapes the street sometimes.
EV recharging station in the parking area; Solar panels to provide energy to EV recharging stations.
Maybe put shades on the east facing windows. The sun shines directly in some of the cardio and stretching area early in the morning.

## SUNSET COMMUNITY CENTER (SCC)

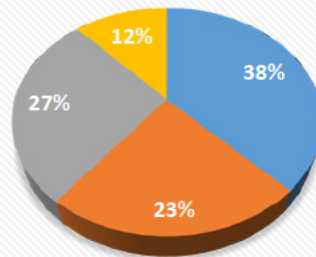
<b>Please tell us the level of customer service you receive from front desk staff</b>	<b>TOP BOX</b>
You are greeted by a staff member when you enter the facility	100%
Staff members refer to you by name	83%
You receive the service you need in a timely manner	99%
You have confidence in the information that staff members provide	96%
You feel staff members make you a priority over other duties	94%
<b>Please rate the cleanliness of the facility in the following areas</b>	<b>TOP BOX</b>
Fitness Center	95%
Locker Rooms	98%
Sauna	96%
Hallways	100%
Stretching Area	94%
Functional Fitness Studio	96%
<b>How would you rate the overall condition of the fitness equipment?</b>	<b>TOP BOX</b>
Cardio	89%
Strength	89%
Free Weights	93%
Stretching Area	87%
Functional Fitness Areas	91%
<b>TOTAL TOP BOX SCORE</b>	<b>94%</b>

**What factors are most important to you when choosing a fitness facility?**



■ Location ■ Membership Fees ■ Selection of Equipment ■ Other

**What areas do you regularly utilize at the facility?**



■ Fitness Equipment ■ Weights ■ Locker Rooms ■ Functional Fitness Studio



SCC Comments
Big towels brought back. (17)
Would like larger stretching area. (3)
Add more dumbbells. (2)
Add indoor pool. (3)
Front desk staff are always friendly and helpful!
Extend hours on the weekends. (2)
Michelle and Debbie are just the best. Always Friendly.
So glad the torn seats were replaced
The front desk staff and custodians are very professional and personable.
I like the smaller size of Sunset.
All staff members are so kind, personable and incredibly helpful! Love them all!
Update TVs in fitness area.
Younger staff sitting on machines on their phones not using them (5)
I bought my membership for the Sauna.
The people at the front desk are friendly and helpful.
The place looks clean. Dirty towels are emptied promptly.
I like the hip and glute machine. I don't see anything like it at any other gyms.
I enjoy the Sunset and the staff are really friendly.
Sell Best Life Shirts.
In the six years we've been at Sunset, many of the staff have become friends of ours.
Staff are always very helpful and courteous.
Staff members are fantastic!
Thank you for always being a clean environment and having so much equipment available.



## **Wellington Park Development**

**October 26, 2023**

### **Geneva Park District**

Wellington Park was developed in 2007 as a neighborhood park in the Mill Creek subdivision. The Geneva Park District has determined the playground has reached its useful life and should be replaced in 2024. A planning process is needed to create a redevelopment plan and engage the community in choosing the next generation of play pieces for the park. Project components include:

- Playground Renovation
  - Equipment
  - Surfacing
  - Drainage
  - Tiles at Swings
  - Poured in Place Surfacing to Transition and Slide
- Site Furniture Replacement
  - Benches
  - Picnic Table
- Fencing-Replace
- Shelter Painting
- Landscape Improvements
- Accessibility Improvements



**Project Scope:** Upland Design Ltd proposes to accomplish the following work items to assist the Park District with development of concepts, public engagement, construction documents, bidding and construction administration. An approximate timeline is indicated at the end of the scope, and actual dates will be set to accommodate Geneva Park District needs. The project is to be implemented through public bidding and construction by a contractor.

**Survey:** A topographic survey will be prepared by JLH Land Surveying Inc., an Illinois Licensed surveyor for the park site. This will be the base plan for the design development and construction documents.

### **Concept Planning and Public Meeting**

**Kick-Off Meeting:** A kickoff meeting was held with the Park District at the site. Existing equipment, fencing, landscaping, the shelter, and site furniture were reviewed. Photos were taken for office reference.

**Concept Planning:** Upland Design Ltd will prepare a site plan and budget for the proposed improvements. The budget will be discussed with Park District staff. In addition, Park District staff will give input on two-three playground manufacturers to give options for Wellington Park. Upland will prepare AutoCAD files for the playground vendors and work with each to prepare play equipment designs for the site. In addition, comfort amenity ideas like seating will be prepared. A site plan will be prepared showing park and playground improvements.

**Review Meeting:** The multiple playground equipment options along with the site plan, furniture, shelter, fencing improvements, and budget will be reviewed with the Park District staff in a virtual meeting. Staff will give input and Upland will make updates and prepare a color rendered site plan for the public open house. (1 Virtual Meeting)

**Public Open House:** The Park District will host a public open house in the Mill Creek neighborhood and Upland Design team will attend. The playground options and the color rendered park improvement plan will be presented at the public meeting. The public will have an opportunity to share thoughts and vote on their favorite playground option. Input cards will also be available to garner feedback. The Park District will advertise the meeting and share it on social media. (Public Meeting #1- in person)

**Final Concept:** After initial public input, the Upland Team will finalize the concept utilizing public feedback. The chosen play equipment from the public meeting will be included in the concept. The cost estimate will be prepared. The concept and costs will be emailed to Park District Staff for review and based on comments from staff, the concept will be adjusted, and the construction document phase will begin.

### **Construction Plans, Specifications and Bid Proposal**

---

Based on the approved concept plan, the Upland Design team will prepare a set of construction plans, specifications and bid proposal for public bidding to one general contractor. Construction documents will address the following:

- Existing Conditions and Removal
- Layout
- Grading and Drainage
- Landscape Plantings & Restoration
- Construction Details
- General and Technical Specifications
- Bid Proposal Form

The specifications will cover each area of construction. A review meeting at 85% complete construction documents will take place with Park District staff. An updated estimate of construction costs will be updated for the review meeting. Comments from the meeting will be incorporated into the documents. (1 meeting)

**Permits:** Permits are not expected since this is a maintenance project with the playground footprint remaining the same.

### **Bidding**

---

The bid documents will be distributed through Accurate Repro who will provide both digital and paper copies as requested by bidders. Upland Design will contact contractors with an invitation to bid. The

Park District will place the legal ad in a local paper and perform any other procedure as required by local purchasing policies. Upland Design will be available to answer questions during bidding, will be present at the bid opening, check bids for math accuracy, and review the bids with staff. A letter summarizing bidding will be written and if necessary, references will be contacted. (1 bid opening)

**Construction Contracts:** Once the Board of Commissioners reviews and awards the project, Upland Design Ltd will prepare a standard construction contract for the project and bind the specifications in one document. These will be sent out for contractor signature and Park District signatures.

### **Construction Observation**

---

Upon award of the contract, Upland Design and our design team will make six (6) total site visits during construction. Park District staff will make additional site visits during construction.

- Review and assist with contractor field orders, change orders and clarifications.
- Review and comment on contractor provided closeout documents including warranties, manuals, and as built drawings.
- Six (6) Construction Observation Site Visits
- Contractor submittals and pay applications will be reviewed by Upland Design Ltd prior to being forwarded to the Park District.
- Certified Payroll will not be reviewed or retained by Upland Design Ltd.
- At project completion, a walk through with District staff to develop a punch list will be completed.

The Firm shall have the authority to act on behalf of the Owner only to the extent provided in this Agreement. The Firm shall not have control over, charge of, or responsibility for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the construction work, nor shall the Firm be responsible for the Contractor's failure to perform the construction work in accordance with the requirements of the Contract Documents.

## **Professional Fees**

---

For the work described herein the following lump sum fee will be paid. This includes fees for both Upland Design Ltd and JLH Land Surveying Inc.

Survey	\$ 1,500
Concept Planning & Public Meeting	\$ 4,600
Construction Plans, Specifications and Bid Proposal	\$ 7,300
Bidding	\$ 1,580
<u>Construction Observation</u>	<u>\$ 4,880</u>
<b>Total Professional Fee</b>	<b>\$ 19,860</b>

**Reimbursable Items:** Items beyond the professional fees will include postage, printing of drawings along with mileage reimbursement. These will be invoiced to the Park District at Upland Design's direct cost without mark-up. Mileage reimbursement will be at current IRS rates.

**CONTRACT  
BETWEEN OWNER and FIRM  
FOR LANDSCAPE ARCHITECTURAL SERVICES  
FOR WELLINGTON PARK DEVELOPMENT**

**Geneva Park District**

710 Western Avenue

Geneva, IL 60134

Phone: 630-232-4542.....The Owner  
And

**Upland Design Ltd.**

24042 Lockport St., Suite 200

Plainfield, IL 60544

Phone: 815-254-0091.....The Firm

Owner and Firm agree as set forth below:

**1. Firm's Basic Services**

The Firm agrees to provide its professional services in accordance with generally accepted standards of its profession. The Firm agrees to put forth reasonable efforts to comply with codes, laws and regulations in effect as of the date of this contract. **See Pages 1-4 of Proposal October 26, 2023 for Project Scope of Services.**

**2. Excluded Services**

Scope of services set forth on pages 1-4 is included in this agreement. Excluded services include but are not limited to the following: The Firm and sub-consultants will not be responsible for the following: Hydrologic/hydraulic modeling the floodplain/floodway, wetland mitigation, archeological services, environmental testing, subsurface conditions and material testing, boundary survey, Permit documents construction layout; construction scheduling; construction work; work-site safety, labor negotiations, permit fees or court appearances as part of these services.

Hazardous Materials: The scope of the Firm's services for this Agreement does not include any responsibility for detection, remediation, accidental release, or services relating to waste, oil, asbestos, lead, or other hazardous materials, as defined by Federal, State, and local laws or regulations.

**3. Construction Phase Services**

Firm and its sub-consultants shall not supervise, direct, or have control over Contractor's work. The Firm and sub-consultants shall not have authority over or responsibility for the construction means, methods, techniques, sequences, or procedures or for safety precautions and programs in connection with the work of the Contractor. The Firm does not guarantee the performance of the construction contract by the Contractor and do not assume responsibility for the Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

**4. Firm's Insurance**

The Contract documents shall include Firm's Proof of Insurance with Owner listed as certificate holder.

The Firm has and shall maintain during the term of this Agreement the following insurance:

a. Worker's Compensation and Employer's Liability Insurance

The liability limits for Worker's Compensation shall not be less than those required by law and the liability limits for Employer's Liability shall not be less than the amount of \$500,000.00 for each person.

b. General Liability

The Landscape Architect shall provide, pay for, and maintain in effect, during the term of this Agreement, a policy of General Liability Insurance with limits of at least \$2,000,000 aggregate for bodily injury and \$1,000,000 aggregate for property damage.

c. Comprehensive Automobile

Automobile Liability Insurance covering all owned vehicles with limits of not less than \$500,000 per occurrence for damage to property shall be provided by Landscape Architect.

d. Professional Liability (Errors and Omissions)

The Landscape Architect shall provide, pay for, and maintain in effect, during the term of this Agreement, a policy of Professional Liability Insurance with a limit of at least \$1,000,000 per occurrence and \$3,000,000 aggregate.

#### 5. Owner Responsibilities

The Owner has designated **Nicole Vickers, Executive Director**, as the contact person(s) for this project. The Firm will direct correspondence and information to the contact person. The Owner will provide pertinent information to the Firm in a timely manner so as not to hinder or delay the Firm performing their work in a timely and cost-effective manner throughout the project.

The Owner agrees to provide Firm with existing base information for the site and will assist the Firm with obtaining other information as requested. The Firm will rely on this information, without liability, on the accuracy and completeness of information provided by the Owner. The Owner agrees to advise Firm of any known or suspected contaminants at the Project Site and the Owner shall be solely responsible for all subsurface soil conditions.

Right of Entry: When entry to property is required for the Firm and/or sub-consultant to perform its services, the Owner agrees to obtain legal right-of-entry on the property.

#### 6. Project Schedule

The Firm shall render its services as expeditiously as is consistent with professional skill and care. During the course of the Project, anticipated and unanticipated events may impact any Project schedule. The Firm will attempt to make the Owner aware of events that will impact the Project schedule.

#### 7. Compensation and Payments

The Owner shall pay to the firm the lump sum of \$19,560 for the work described herein plus the cost of reimbursable items.

Firm shall submit request(s) for payment to the Owner. Payment requests shall be made monthly for that portion of the project that has been completed. The Owner agrees to make the requested payment within 30 days of submission of each payment request.

**Reimbursable Costs:** Firm will bill direct non-payroll expenses at cost plus 0%. Examples of expenses include copies, printing, boards, plans and handouts, postage, delivery and tolls. Mileage will be billed at current IRS rates.

**Additional Services:** At the request of the Owner, additional meetings or work may be added at the professional service rates listed herein. No additional work shall be added to the contract without written authorization from the Owner.

##### 2023-24 Hourly Billing Rates:

Principal Landscape Architect	\$232.00
Project Manager/Sr. LA	\$178.00
Landscape Architect	\$148.00
Landscape Designer II	\$138.00
Landscape Designer	\$132.00
Construction Administrator	\$132.00
Office Administrator	\$ 88.00
Intern	\$ 70.00

#### 8. Suspension or Termination of Services

If the Owner in good faith determines that the Firm prosecutes or fails to prosecute its work in such manner as to hinder or delay the completion of the project, the Owner may serve written notice to the Firm setting forth any complaint about Firm's performance of its work. The Firm shall have seven (7) days from receipt of such written notice in which to take corrective action. If the Firm fails to take appropriate corrective action within said seven (7) day period, the Owner may exercise the following remedies:

- a. Terminate the Firm's services by a written notice effective on the date such written notice is served on the Firm; and,

- b. Order the remaining necessary work be done by another Firm, if desired.
- c. If the Owner in good faith exercises the above remedies, Owner shall be responsible to pay the Firm only for the work performed prior to termination of the contract. The above remedies shall be Owner's sole and exclusive remedies in the event the Owner terminates the Firm's services under this provision.
- d. The Firm may terminate this Contract upon seven days written notice. If terminated, Owner agrees to pay the Firm for all Basic and Approved Additional Services rendered and Reimbursable Expenses incurred up to the date of termination. Upon not less than seven days' written notice, Landscape Architect may suspend the performance of its services if Owner fails to pay the Firm in full for services rendered or expenses incurred. The Firm shall have no liability because of such suspension of service or termination due to nonpayment.

## **9. Indemnification**

To the fullest extent permitted by law, the Firm shall indemnify and hold harmless the Owner and its officers, officials, and employees from and against all claims, damages, losses and expenses, including but not limited to reasonable legal fees and court costs arising out of or resulting from the performance of the Firm's work, provided that any such claim, damages, loss or expense (i) is attributable to bodily injury, sickness, disease or death, or injury to or destruction of tangible property, other than the work itself, including the loss of use resulting there from, or is attributable to misuse or improper use of trademark or copyright protected material or otherwise protected intellectual property, and (ii) is caused in whole or in part by any wrongful or negligent act or omission by the Firm, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable regardless of whether or not it is caused in part by a party indemnified hereunder. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described in the Paragraph. Firm shall similarly protect, indemnify and hold and save harmless the Owner, its officers, officials, and employees against and from any and all claims, costs, causes, actions and expenses including but not limited to reasonable legal fees, incurred by reason of Firm's breach of any of its obligations under, or Firm's default of, any provisions of the Contract. The indemnification obligations under this paragraph shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable by or for the Contractor or any subcontractor under Workers' Compensation Acts or Employee Benefits Acts.

To the fullest extent permitted by law, the Owner shall indemnify and hold harmless the Firm and its employees from and against all claims, demands, causes of actions, suits, losses, and expenses, including attorney's fees, paralegal and litigation expenses and court costs, arising out of or resulting from any act, conduct, negligence, or omission of the Owner or any one of whose acts or omissions the Owner may be liable, regardless of whether such claim, damage, loss or expense is attributable to bodily injury, sickness or death, injury to or destruction of tangible property, loss of use or other economic damages. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would exist as to any other party or person described in this paragraph. Owner shall similarly protect, indemnify and hold harmless the Firm and its employees against and from any and all claims, costs, causes of actions, demands, damages and expenses including attorney's fees, incurred by reason of Owner's breach of any of its obligations under, or owner's default of, any provisions of the Contract.

## **10. Dispute Resolution**

Owner and Firm agree to mediate claims or disputes arising out of or relating to this Agreement as a condition precedent to litigation. The mediation shall be conducted by an agreed upon mediation service acceptable to the parties. A demand for mediation shall be made within a reasonable time after a claim or dispute arises and the parties agree to participate in mediation in good faith. Mediation fees shall be shared equally. In no event shall any demand for mediation be made after such claim or dispute would be barred by the applicable law.

## **11. Ownership of Documents**

Copies of the final bid documents may be retained by the Owner at the completion of the project for their records in both print and digital PDF versions. All instruments of professional service prepared by the Firm, including, but not limited to, drawings and specifications, are the property of the Firm, and these documents shall not be reused on other projects without Firm's written permission. Any reuse or distribution to third parties without such express written permission or project-specific adaptation by the Firm will be at the Owner's sole risk and without liability to the Firm or its employees, and subcontractors. Owner shall, to the fullest extent permitted by law, defend, indemnify, and hold harmless Owner from and against any and all



costs, expenses, fees, losses, claims, demands, liabilities, suits, actions, and damages whatsoever arising out of or resulting from such unauthorized reuse or distribution.

The Firm reserves the right to include representations of the Project in its promotional and professional materials.

**12. Governing Law**

This Agreement is governed by the laws of the State of Illinois.

**13. Entire Agreement and Severability**

This Agreement is the entire and integrated agreement between Owner and the Firm and supersedes all prior negotiations, statements or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Firm. In the event that any term or provision of this agreement is found to be void, invalid or unenforceable for any reason, that term or provision shall be deemed to be stricken from this agreement, and the balance of this agreement shall survive and remain enforceable.

**14. No Assignment**

Neither party can assign this Agreement without the other party's written permission.

**15. Expiration of Proposal**

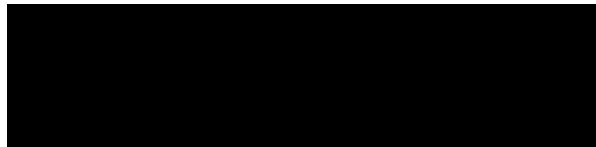
If this agreement is not accepted within 120 days, the offer to perform the described services is withdrawn and shall be null and void.

IN WITNESS WHEREOF, the parties hereto have executed this agreement this \_\_\_\_ day of \_\_\_\_\_, 2023.

Owner

Upland Design Ltd.

Sign: \_\_\_\_\_



By: \_\_\_\_\_

By: Michelle A. Kelly, President,  
Upland Design Ltd



## **Sandholm Woods West Master Plan**

**Geneva Park District**

**October 26, 2023**

**Project Background:** Geneva Park District would like to develop a master plan for the west side of Sandholm Woods. The east side has been developed with pathways, seating, a labyrinth and landscape plantings. The Park District would like to provide passive yet engaging spaces on the west side for the public to enjoy which compliments the east side. Existing trees will be saved and protected as part of the plan.

Amenities may include:

- Accessible Paths
- Seating Areas
- Stopping Points of Interest
- Landscape Plantings and Bulbs
- Other Items as Determined during Planning

**Project Scope:** Upland Design Ltd proposes to accomplish the following work items to assist the Park District with the park master plan. An approximate timeline is indicated, and actual dates will be set to accommodate Geneva Park District needs.

**Kick-Off Site Visit:** A site visit was made in October of 2023 with Park District staff and Upland Design Ltd to review existing conditions with the Park District.

**Base Information and Site Analysis:** The Park District will provide site boundary information for the west side of Sandholm Woods. In addition, a tree survey of the site will be provided in GIS format. Upland will reformat this data into an AutoCAD file to be used as a base plan. We will gather an EcoCAT, USGS and soils information for the site. We will review the existing conditions and perform a site analysis which will inform the planning process.

**Preliminary Park Ideas:** Upland Design Ltd will prepare multiple ideas for amenities and elements to enhance the site for public use. In addition, comfort amenity ideas like seating and shade will be prepared. These ideas will be shared and discussed with Park District Staff via zoom in a power point and a discussion of which ideas should move forward into concept planning will take place. (1 virtual meeting)

**Concept Development and Review:** After initial staff input, the Upland Team will prepare two concepts utilizing input from the first meeting. A cost estimate will be prepared for each concept. The concepts and costs will be presented to Geneva staff for input and a discussion of moving from two concepts to one final master plan will be undertaken. (1 In person Meeting)

**Master Plan Preparation and Costs:** Based on the staff feedback, Upland Design will prepare a final master plan document. The site plan and cost estimates will be updated and rendered with labels and color photos. These will be submitted to the Park District staff via email for approval.

**Park Board Meeting:** A presentation of the Sandholm Woods West Master Plan and cost estimate will take place at a Park Board meeting. Upland Design staff will assist with the presentation and be available to answer questions.

**Work Not Included:** Wetland Delineation, Archaeological Survey or Research, Topographic survey, Plat of Survey, Deed Research, Title Research

**Professional Fees**

The following professional fees are lump sum for the work described for professional services by Upland Design Ltd. In addition, reimbursable items will be charged as listed below.

**Master Plan    \$9,600**

**Reimbursable Costs:**

Reimbursable items will include plotting and printing of drawings, foam core, and delivery of plans/documents at the direct cost to Upland Design Ltd. Mileage will be reimbursed at the current IRS reimbursement rate.

Scope	Date
Preliminary Ideas and Meeting	November 2023 - December 2023
Concept Plan and Review with Park District	January 2024
Finalize Master Plan and Costs	January – February 2024



**AGREEMENT BETWEEN CLIENT and FIRM  
FOR LANDSCAPE ARCHITECTURAL SERVICES  
SANDHOLM WOODS WEST MASTER PLAN**

Geneva Park District  
710 Western Avenue  
Geneva, IL 60134  
Phone: 630.232.4542.....

The Owner

And

Upland Design Ltd.  
24042 Lockport St., Suite 200  
Plainfield, IL 60544  
Phone: 815.254.0091.....

The Firm

Owner and Firm agree as set forth below:

**1. Firm's Basic Services**

The Firm agrees to provide its professional services in accordance with generally accepted standards of its profession. The Firm agrees to put forth reasonable efforts to comply with codes, laws and regulations in effect as of the date of this contract. **See Page 1-2: Proposal Dated October 26, 2023, for description of Landscape Architectural Services.**

**2. Excluded Services**

Scope of services set forth on page 1-3 is included in this agreement. Excluded services include but are not limited to the following: Hydrologic/hydraulic modeling the floodplain/floodway, engineering of any kind, wetland mitigation, archeological services, environmental testing, engineering, subsurface conditions and material testing, boundary survey, topographic survey, soil borings, construction layout; construction scheduling; construction work; work-site safety, labor negotiations, permit fees, meetings, tree survey, tree preservation plans, irrigation plans or court appearances as part of these services.

Hazardous Materials: The scope of the Firm's services for this Agreement does not include any responsibility for detection, remediation, accidental release, or services relating to waste, oil, asbestos, lead, or other hazardous materials, as defined by Federal, State, and local laws or regulations.

**3. Construction Phase Services**

If Firm performs any services during the construction phase of the project, Firm and sub-consultants shall not supervise, direct, or have control over Contractor's work. The Firm and sub-consultants shall not have authority over or responsibility for the construction means, methods, techniques, sequences or procedures or for safety precautions and programs in connection with the work of the Contractor. The Firm does not guarantee the performance of the construction contract by the Contractor and do not assume responsibility for the Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

**4. Firm's Insurance**

The Contract documents shall include Firm's Proof of Insurance with Owner listed as certificate holder.

**5. Owner Responsibilities**

The Owner has designated **Nicole Vickers, Executive Director**, as the contact person(s) for this

project. The Firm will direct correspondence and information to the contact person. The Owner will provide pertinent information to the Firm in a timely manner so as not to hinder or delay the Firm performing their work in a timely and cost-effective manner throughout the project.

The Owner agrees to provide Firm with existing base information for the site and will assist the Firm with obtaining other information as requested. The Firm will rely on this information, without liability, on the accuracy and completeness of information provided by the Owner. The Owner agrees to advise Firm of any known or suspected contaminants at the Project Site and the Owner shall be solely responsible for all subsurface soil conditions.

Right of Entry: When entry to property is required for the Firm and/or sub-consultant to perform its services, the Owner agrees to obtain legal right-of-entry on the property.

## **6. Project Schedule**

The Firm shall render its services as expeditiously as is consistent with professional skill and care. During the course of the Project, anticipated and unanticipated events may impact any Project schedule. The Firm will attempt to make the Owner aware of events that will impact the Project schedule.

## **7. Compensation and Payments**

The Owner shall pay to the firm the following lump sum of \$9,600.00 for the work described herein.

Reimbursable Expenses: Firm will bill direct non-payroll expenses at cost plus 0%. Examples of expenses include printing, boards, plans and handouts, postage and delivery. Mileage will be billed at current IRS rates.

### **2023-24 Hourly Billing Rates:**

Principal Landscape Architect	\$232.00
Project Manager/Sr. LA	\$178.00
Landscape Architect	\$148.00
Landscape Designer II	\$138.00
Landscape Designer	\$132.00
Construction Administrator	\$132.00
Office Administrator	\$ 88.00
Intern	\$ 70.00

Firm shall submit request(s) for payment to the Owner. Payment requests shall be made monthly for that portion of the project that has been completed. The Owner agrees to make the requested payment within 30 days of submission of each payment request.

### **Additional Information:**

- a) If the Owner determines additional funds will be allocated to the construction budget and the budget is increased by 10% or more, the Owner and Firm will review the need for additional Firm compensation.
- b) At the request of the Owner, additional meetings or work may be added at the professional service rates listed herein.
- c) No additional work shall be added to the contract without authorization from the Owner.

## **8. Suspension or Termination of Services**

If the Owner in good faith determines that the Firm prosecutes or fails to prosecute its work in such manner as to hinder or delay the completion of the project, the Owner may serve written notice to the Firm setting forth any complaint about Firm's performance of its work. The Firm shall have seven (7) days from receipt of such written notice in which to take corrective action. If the Firm fails to take appropriate corrective action within said seven (7) day period, the Owner may exercise the following

remedies:

- a. Terminate the Firm's services by a written notice effective on the date such written notice is served on the Firm; and,
- b. Order the remaining necessary work be done by another Firm, if desired.
- c. If the Owner in good faith exercises the above remedies, Owner shall be responsible to pay the Firm only for the work performed prior to termination of the contract. The above remedies shall be Owner's sole and exclusive remedies in the event the Owner terminates the Firm's services under this provision.
- d. The Firm may terminate this Contract upon seven days written notice. If terminated, Owner agrees to pay the Firm for all Basic and Additional Services rendered and Reimbursable Expenses incurred up to the date of termination. Upon not less than seven days' written notice, Landscape Architect may suspend the performance of its services if Owner fails to pay the Firm in full for services rendered or expenses incurred. The Firm shall have no liability because of such suspension of service or termination due to nonpayment.

## **9. Indemnification**

The Firm agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Owner up to the amount of this contract fee for services from loss and expense, including reasonable attorneys' fees, to the extent caused by Firm's negligent acts, errors or omissions in the performance of the work under this Contract. Firm shall not be liable for special, incidental or consequential damages, including, but not limited to loss of profits, revenue, use of capital, or for any other loss of any nature, whether based on contract, tort, negligence, strict liability or otherwise, by reason of the work done under this Contract. The Owner agrees, to the fullest extent permitted by law, to indemnify and hold harmless the Firm from any damage, liability or cost, including reasonable attorneys' fees and costs of defense arising from this project, to the extent caused by the Owner's negligent acts, errors or omissions and those of its other Firms, sub-consultants or consultants (whether or not the Owner is legally liable for them) or anyone for whom the Owner is legally liable. In the event of joint or concurrent negligence, Firm shall bear only that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligence (including that of the third parties) which caused the personal injury or damage.

## **10. Limitation of Liability**

In any event, in recognition of the relative risks and benefits of the project, the Owner and the Firm have allocated the risks such that the Owner agrees that to the fullest extent permitted by law, the Firm's total aggregate liability to the Owner for any and all injuries, claims, costs, losses, expenses, damages of any nature whatsoever or claim expenses arising out of this Contract from any cause or causes, including attorney's fees and costs, and expert witness fees and costs, shall not exceed the total Firm's fee for the work rendered on this project.

## **11. Dispute Resolution**

Owner and Firm agree to mediate claims or disputes arising out of or relating to this Agreement as a condition precedent to litigation. The mediation shall be conducted by an agreed upon mediation service acceptable to the parties. A demand for mediation shall be made within a reasonable time after a claim or dispute arises and the parties agree to participate in mediation in good faith. Mediation fees shall be shared equally. In no event shall any demand for mediation be made after such claim or dispute would be barred by the applicable law.

## **12. Ownership of Documents**

Copies of the final bid documents may be retained by the Owner at the completion of the project for their records in both print and digital PDF versions. All instruments of professional service prepared by the Firm, including, but not limited to, drawings and specifications, are the property of the Firm, and these documents shall not be reused on other projects without Firm's written permission. Any reuse or distribution to third parties without such express written permission or project-specific

adaptation by the Firm will be at the Owner's sole risk and without liability to the Firm or its employees, and subcontractors. Owner shall, to the fullest extent permitted by law, defend, indemnify, and hold harmless Owner from and against any and all costs, expenses, fees, losses, claims, demands, liabilities, suits, actions, and damages whatsoever arising out of or resulting from such unauthorized reuse or distribution.

The Firm reserves the right to include representations of the Project in its promotional and professional materials.

**13. Governing Law**

This Agreement is governed by the laws of the State of Illinois.

**14. Entire Agreement and Severability**

This Agreement is the entire and integrated agreement between Owner and the Firm and supersedes all prior negotiations, statements or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both Owner and Firm. In the event that any term or provision of this agreement is found to be void, invalid or unenforceable for any reason, that term or provision shall be deemed to be stricken from this agreement, and the balance of this agreement shall survive and remain enforceable.

**15. No Assignment**

Neither party can assign this Agreement without the other party's written permission.

**16. Expiration of Proposal**

If this agreement is not accepted within 120 days, the offer to perform the described services is withdrawn and shall be null and void.

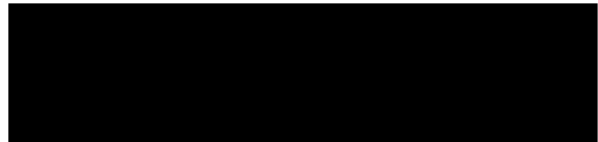
IN WITNESS WHEREOF, the parties hereto have executed this agreement this \_\_\_\_ day of \_\_\_\_\_, 2023.

Geneva Park District  
710 Western Ave  
Geneva, IL 60134

Upland Design Ltd.  
24042 Lockport St., Suite 200  
Plainfield, IL 60544

Sign: \_\_\_\_\_

By: \_\_\_\_\_



By: Michelle A. Kelly, President  
Upland Design, Ltd.