

**GENEVA PARK DISTRICT
PUBLIC HEARING
TAX LEVY ORDINANCE #2023-10
DECEMBER 11, 2023
7:00 PM**

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, Aquatics & Facility Manager Joey Kalwat, and Aquatics & Fitness Coordinator Chris McAdam.

Guests: Asst. Supt. of Recreation Kyle Donahue, and Maggie Krieger from FGM Architects.

Press: None.

TAX LEVY ORDINANCE #2023-10

President Frankenthal opened up the floor for questions regarding the ordinance. Supt. of Finance & Personnel Powell reviewed the tax levy ordinance.

HEARING OF GUESTS

None.

At 7:05 p.m. Vice President Moffat made a motion to adjourn from the public hearing meeting. Commissioner Jones seconded. All ayes. Motion carried.

With no public comment, President Frankenthal closed the Public Hearing at 7:05 p.m.

Secretary

Submitted By: Nicole Vickers / Hannah Sterricker

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
DECEMBER 11, 2023
7:05 p.m.**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:05 p.m.

ROLL CALL

President Frankenthal called for 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, Aquatics & Facility Manager Joey Kalwat, and Aquatics & Fitness Coordinator Chris McAdam.

Guests: Asst. Supt. of Recreation Kyle Donahue, and Maggie Krieger from FGM Architects.

Press: None.

HEARING OF GUESTS

None.

READING OF MINUTES

Vice President Moffat made a motion to approve the November 20, 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 Cullen seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Powell reviewed the November investment report and the revenue and expenditure reports. Included in the report is the approved travel expenses for President Frankenthal, Vice President Moffat, and Commissioner Cullen to attend the IAPD/IPRA 2024 Conference. By law of the state of Illinois and local government, travel expenses incurred by board members related to official Park District business must be approved by a roll call vote. Vice President Moffat made a motion to approve the Treasurer's Report and Superintendent of Finance Report and the annual expenditures of \$2,484.00 for the IAPD/IPRA Conference attendees as presented. Commissioner Jones seconded. All ayes. A roll call vote was taken with all in favor. Motion carried.

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

Marketing media binder of press clippings from the past month were passed around.

OLD BUSINESS

TAX LEVY ORDINANCE #2023-10

Supt. of Finance & Personnel Powell asked for approval of the Tax Levy Ordinance #2023-10. Commissioner Cullen made a motion to approve the Tax Levy Ordinance #2023-10 as presented. Commissioner Jones seconded. All ayes. A roll call vote was taken with all in favor. Motion carried.

SUNSET POOL FILTER REPLACEMENT BID RESULTS

Executive Director Vickers introduced Aquatics and Facility Manager Joey Kalwat and Maggie Krieger from FGM Architects. Mr. Kalwat reminded the Board that the Sunset Pool sand filters, that are original to the facility, have reached the end of their useful life and need replacing. The original estimate of the filter replacement came in at \$400,000.00. The Board approved this project in June 2023 as well as the contract with FGMA for their architectural services in the amount of \$10,500.00. Bid documents were issued in November 2023 which included a base bid for a new sand filter system, alternate #1 for a DE filter system, in lieu of a sand filter system and, alternate #2 for additional pipe replacement; with all work to be completed by April 19, 2024. Helm Mechanical came in as the lowest bidder out of five bids with a base bid of \$246,000.00, rejecting alternate #1 and accepting alternate #2 in the amount of \$6,600.00. President Frankenthal asked if the alternate #2 piping will be PVC piping or galvanized steel. Mr. Kalwat responded stating that it will be PVC piping. Commissioner Cullen asked what kind of filter will be chosen in replacement. Executive Director Vickers stated that the new filter will also be sand. Vice President Moffat asked if the new filter system will be able to withstand a pool expansion. Mr. Kalwat stated that he is unable to speak on that as he does not know what an expansion may look like but the new filter would be able to sustain an added slide and would not be able to withstand an added lap pool. Vice President Moffat made a motion to approve the base bid of \$246,000.00 with alternate #2 in the amount of \$6,600.00 to Helm Mechanical. Commissioner Cladis seconded. All ayes. Motion carried.

POOL CAPITAL PROJECTS UPDATE

Aquatics and Facility Manager Kalwat provided an update to the Board of completed and ongoing projects at Mill Creek and Sunset Pools sharing that all completed projects, to date, have come in at or below estimated quotes.

SPRC OFFICE BID RESULTS

Aquatics and Facility Manager Kalwat reminded the Board that a memo was provided to the Board in September 2023 requesting an additional office space at the Stephen Persinger Recreation Center. Bid documents were issued in October 2023 indicating that all work is to be done by February 16, 2024. Four bids were received with the lowest bid from Laub Construction. Vice President Moffat made a motion to approve the base bid to Laub Construction in the amount of \$35,200.00 and authorize the Executive Director to execute said contract accordingly. Commissioner Cullen seconded. All ayes. Motion carried.

COMMUNICATIONS

Executive Director Vickers stated that a date needed to be chosen for the Annual Short- and Long-Range Plan Committee Meeting in January. Ms. Vickers will reach out to Board representatives Commissioner Cladis and President Frankenthal to set a date.

Staff is preparing to begin the 2024-2025 budget process as well as preparing for annual staff evaluations.

The IAPD/IPRA Soaring to New Heights Conference will be held January 25-27, 2024.

Wine, Cheese and Trees will be held on the last Saturday in February at the Geneva Public Library.

The Park District will hold its Annual Holiday Party this Friday at 4:00 PM at Old Towne Pub in Geneva, IL.

Ms. Vickers provided an update to the railroad construction stating that railroad closures are expected in March and has voiced the Park District's concern in regards to the dirt from the construction in the street and parking lot.

FUTURE MEETINGS

Regular Scheduled Meeting	January 15, 2024	7:00 PM
Foundation Regular Scheduled Meeting	January 23, 2024	7:00 PM
Long Range Plan Committee (Peter Cladis & John Frankenthal)	TBD	TBD

STAFF REPORTS

SUPERINTENDENT OF PARKS & PROPERTIES

Supt. of Parks & Properties Gorra reviewed his report. The parks staff is preparing for the upcoming snow season and have met to discuss equipment, routes and safety hazards. The Safety Coordinator met with the facility managers concerning slips, trips, and falls. The Jaycee Park storage shed will be receiving new siding. Staff would like to remove the drop ceiling in the Orientation Barn, at Peck Farm, and expose the original ceiling joists of the building as well as install LED dimmable lights. Graf Tree Care is scheduled to prune trees identified earlier in the year. L and M Custom Woodworks is poised to begin work on the front vestibule at the Butterfly House. Material costs have risen and the Geneva Park District Foundation will donate \$10,000.00 to the project. The water supply and sewer connection at Mill Creek Community Park is still a work in progress and staff will be contacting local well drillers. A new controller has been installed at the Hawks Hollow splash pad and will be programmed in the spring when the splash pad is filled with water. The Trades group has purchased bins and cabinets to organize their work vehicle. Staff have identified that the climbing playground equipment at Preston Park needs replacing and will be brought to the Board once solidified. Battle of the Brush Piles, which is organized by Jay Womack and the Geneva National Resources Committee was cancelled and has been rescheduled for January 6th, 2024. Throughout the year the Park District has planted 115 trees, 20 of those being memorial trees.

SUPERINTENDENT OF RECREATION

Supt. of Recreation Bortner reviewed his report. Winter resident registration day began on Tuesday December 5, 2023. Recreation staff is already working on Spring brochure programming. Mr. Bortner shared a few Winter special events. Hello Santa will be this week on December 12, 2023 where Santa will be calling 70 children and asking about their holiday wish list. The Polar Express Storytime Train was held over the weekend of December 2 and 3, 2023 and was a huge success. The Gingerbread Barn Raising event was also held that weekend on December 3, 2023. The event was held through Peck Farm staff but, held at Sunset Community Center to accommodate size. This upcoming weekend on December 17, 2023 will be the annual Jingle Ball dance recital. Playhouse 38 hosted a youth and adult production; Frozen Jr. was double casted and sold 750 tickets over eight shows. The third annual Bagpipes and Bonfire event is scheduled for

December 19, 2023. There are currently 75 people registered to participate and staff hope it will be warmer than last year. Mr. Bortner reviewed the BestLife Fitness reports.

NEW BUSINESS

2023 SUNSET POOL & MILL CREEK POOL ANNUAL REPORTS

Aquatics & Fitness Coordinator Chris McAdam presented the 2023 Annual Pool Reports. The report covers the past swim season. Summer 2023 was Sunset Pool's 27th year of operation and Mill Creek's 17th year; 10th year managed by the Geneva Park District. The district had a successful year hiring and recruiting seasonal staff and is attributed to raising the starting wage to \$15.50 per hour. Staff conducted lifeguard training, aquatics orientation and facility trainings. Staff participated in a mock scenario training with the Geneva Fire Department where both the Park District staff and the Geneva Fire Department staff participated in real time training exercises. The Aquatics staff received five-star ratings on all three unannounced audits conducted by Starguard Elite. This is the highest rating a facility can receive and is the 10th consecutive five-star rating. Commissioner Cladis gave kudos to the aquatics staff on their five-star ratings throughout the summer. Mr. Kalwat and Mr. McAdam thanked Commissioner Cladis and the Board sharing that statistics from the 2022 season were released and The Geneva Park District was one of nine pools in that received three five-star ratings in the country. Mr. McAdam reviewed attendance, hours of operation, admission fees and passes sold. Three middle school nights were met with great success as well as three flick n' float nights and six late night swims. New to the 2023 season was two local food trucks came to Sunset Pool on hot afternoons. Staff worked out a cost share, in which the district received 15% of total sales. Concessions had a very successful year with a net profit over \$21,000.00. Vice President Moffat made a motion to approve the 2023 Annual report for the Mill Creek and Sunset Pool as well as all recommendations for the 2024 season. Commissioner Cullen seconded. All ayes. Motion carried.

2023 SUNSET POOL & MILL CREEK POOL SURVEYS

Aquatics & Fitness Coordinator Chris McAdam shared the pool survey results. The aquatics staff sent out 1,657 surveys with 334 or 20.1% responding; which is a 7% increase from the previous year. The overall top box score was 94%. The cleanliness of the locker rooms ranked at 82%. President Frankenthal asked what can we do to increase that score. Mr. Kalwat responded stating that an increase in staff presence will be implemented in the 2024 season as well as going back to a cleaning checklist which will be viewable to patrons.

2024 BOARD MEETING SCHEDULE

Vice President Moffat made a motion to approve the 2024 Board Meeting Schedule. Commissioner Jones seconded. All ayes. Motion carried.

ADJOURN

Vice President Moffat made a motion to adjourn at 8:30pm and Commissioner Jones seconded. All ayes. Motion carried.

Secretary

Submitted By: Nicole Vickers / Hannah Sterricker