

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES**

February 19, 2024

7:00 p.m.

CALL TO ORDER

Vice President Moffat called the meeting to order at 7:04 p.m.

ROLL CALL

Vice President Moffat called for the roll. Commissioner Doug Jones, Commissioner Peter Cladis, Commissioner Bre Cullen, and Vice President Jay Moffat all answered present. President John Frankenthal was absent.

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

Press: None

Guests: FGMA Architect, Maggie Krieger.

HEARING OF GUESTS

None.

READING OF MINUTES

Commissioner Cullen made a motion to approve the minutes from the Regular Scheduled Meeting of January 15, 2024 and the Long Range Planning Committee Meeting of February 2, 2024 as presented. Commissioner Cladis seconded. Four ayes. Motion carried.

CLAIMS AND ACCOUNTS

Commissioner Cullen made a motion to approve the claims and accounts as presented. Commissioner Jones seconded. Four ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Powell reviewed the January financial reports. Ms. Powell reported the blended rate is currently at 4.3%. Ms. Powell stated that we are on target with being 75% through the budget year. The Consumer Price Index (CPI) for the 2023 calendar year was released at 3.4%. Commissioner Cladis made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Jones seconded. Four ayes. Motion carried.

APPROVAL OF THE AGENDA

No changes were made to the agenda.

CORRESPONDENCE

The media relations binder was passed around.

OLD BUSINESS

TAX ABATEMENT ORDINANCE #2024-01

Supt. of Personnel & Finance Powell stated the tax levy associated with the Alternative Revenue Bonds must be abated annually. The tax levy for Series 2014 must be abated annually as these bonds are paid from the General and Recreation Funds. Abatement ordinances must be filed with Kane County by March 1. Vice President Moffat asked if the Park District is getting close to the last payment. Supt. Powell responded that the last payment will be made December 15, 2026. Commissioner Cladis made a motion to approve Ordinance #2024-01, an ordinance abating a portion of taxes heretofore levied to pay principal of and interest on certain General Obligation Refunding Bonds, the alternate revenue source, series 2014 of the Geneva Park District, Kane

County, Illinois. Commissioner Cullen seconded. A roll call vote was taken. Jones-aye, Cladis-aye, Cullen-aye, Moffat-aye, Frankenthal-absent. Four ayes. Motion carried.

KIDZ KORRAL RENOVATION DESIGN STUDY RESULTS

Supt. Bortner shared that Kidz Korral, the former child care center, has been closed since March 2020. Staff have received many comments with regards to additional stretching and free weight areas. Mr. Bortner introduced Maggie Krieger who presented two concepts for additional fitness space within the former Kidz Korral room. Concept one showed two separate spaces; flex fit space for fitness members and space for group fitness. Concept two included one large flex fit space for fitness member use. In both concepts the existing child restroom would be removed, the storage closet would be closed off and expanded into the current dance/fitness studio, and a drinking fountain/water bottle refill station would be added. Ms. Krieger informed that a new access for the room would be created to be viewable from the front desk. Vice President Moffat noted that adding or removing a bathroom can be expensive and asked if a universal bathroom can be an option. Ms. Krieger stated that adding a universal bathroom is helpful feedback. Executive Director Vickers noted that staff will analyze that option. Commissioner Cladis made a motion to approve the design concept number two for one large flex fit space and approve the proposal from FGMA, for the design and development through construction administration for a new flex fit room at SPRC in the amount of \$44,360 and authorize the Executive Director to execute said contract accordingly. Commissioner Jones seconded. Four ayes. Motion carried.

COMMUNICATIONS

The Personnel & Policy Committee is scheduled for March 13, 2024 at 3:00pm. Staff is working on the budget and will be looking to schedule a meeting with the Finance Committee in April. The annual Wine, Cheese, and Trees event will be held this Saturday, February 24th at the Library. Tickets are sold out. Executive Director Vickers stated that it is going to be a really fantastic event and very excited for the Geneva Park District Foundation, The Library Foundation and the Natural Resource Committee to all be working together. Staff is continuing to work on securing utilities at Mill Creek Community Park. Staff has received a letter of support from the school district. Executive Director Vickers has submitted a letter of request to Shodeen.

FUTURE MEETINGS

Personnel & Policy Committee Meeting (Jay Moffat & Doug Jones)	March 13, 2024	3:00 PM
Regular Scheduled Foundation Meeting	March 12, 2024	7:00 PM
Regular Scheduled Meeting	March 18, 2024	7:00 PM
Finance Committee – Budget Meeting (Jay Moffat & John Frankenthal)	TBD	

SUPERINTENDENT OF RECREATION

Supt. of Recreation Bortner’s report was reviewed by the Board. Vice President Moffat asked if there were any questions or comments. With no questions or comments Commissioner Cladis made a motion to approve the recreation report. Commissioner Jones seconded. Four ayes. Motion carried.

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks and Properties Gorra’s report was reviewed by the Board. Vice President Moffat asked if there were any questions or comments. With no questions or comments Commissioner Jones made a motion to approve the parks and properties report. Commissioner Cladis seconded. Four ayes. Motion carried.

NEW BUSINESS

2024 SHORT & LONG RANGE PLAN ANNUAL GOALS & OBJECTIVES AND MASTER PLAN UPDATE

Executive Director Vickers shared that the Long Range Planning Committee Report, as well as the meeting minutes are included in the packet. Vice President Moffat asked if there were any questions or comments. Commissioner Cladis shared that he was very impressed with the staff and all the work put into the goals and objectives and how wonderful it is to see how important it is to the staff to be working with other government agencies. Executive Director Vickers shared that intergovernmental work is always on the staff’s forefront. Commissioner Cladis made a motion to approve the 2024 short & long range goals and objectives and master plan update details. Commissioner Jones seconded. Four ayes. Motion carried.

BESTLIFE FITNESS FEE INCREASE

Supt. Bortner shared with the Board that BestLife Fitness Center fees were last increased in September 2022. In effort to remain competitive to other area fitness centers staff is recommending user fee increases for all memberships, effective June 1, 2024 in tandem with the summer brochure. Mr. Bortner stated that the increases are based on percentages. Executive Director Vickers shared that our percentages are a bit askew due to decades of raising fees by a dollar amount. Staff has been working on getting the fees inline using percentages. Commissioner Jones made a motion to approve the proposed fees for BestLife Fitness effective June 1, 2024 as noted on the memo. Commissioner Cladis seconded. Four ayes. Motion carried.

ZERO TURN MOWER PURCHASE

Supt. Gorra informed the Board that the Park District needs a new mower. The Mean Green Rival zero turn mower is a zero-emission, American made, electric mower. Vice President Moffat asked Mr. Gorra how long an all-electric mower can last per charge. Mr. Gorra responded that typically an electric mower lasts four to five hours but, this machine should last around eight hours. Commissioner Cladis asked what the life expectancy is of this machine. Mr. Gorra responded that the manufacturer states life expectancy is roughly 10,000 hours but, in his experience 2,500 to 3,500 hours is more accurate. A typical machine is running approximately 500 hours per year. Commissioner Jones made a motion to approve the expenditure of \$33,857 for the purchase of a Mean Green Rival mower. Commissioner Cladis seconded. Four ayes. Motion carried.

MOWING BID RESULTS

Supt. Gorra informed the Board that for the upcoming season the Park District mowing crew will take back Garden Club, River, and Fargo Parks to mow in-house. This revised plan will increase mowing services to 22 parks totaling 175 acres and reduce contracted mowing to 29 parks totaling 98 acres. There were six bids received. Mr. Gorra completed reference checks for lowest bidder Aronia Landscape Inc. and determined reference checks to not be favorable. Second lowest bidder, Mark 1, had favorable reference checks. Commissioner Cladis made a motion to reject the bid from Aronia Landscape, Inc. and approve the base bid from Mark 1 Landscape for mowing 29 parks for the 2024 season in the amount of \$89,929. Commissioner Jones seconded. Four ayes. Motion carried.

WESTERN AVENUE VENTILATOR REPLACEMENT

Supt. Bortner shared with the Board that the School District has notified the Park District that the unit ventilator at Western Avenue School is scheduled to be replaced and the bid process will soon begin. As part of that process, the School District would include the gymnasium air handler unit and the addition of a condensing unit for the gymnasium to air condition the gym during the warmer months. Supt. Bortner reminded the Board that many programs are held at Western Avenue School including out largest camp program. Executive Director Vickers informed the Board that high level heat days are very difficult to keep our participants cool. Commissioner Cullen asked if the Park District intends to continue programming at Western Avenue School. Executive Director Vickers stated that the Park District does not foresee discontinuing using Western Avenue School gymnasium as programmatic space. Commissioner Cullen made a motion to approve the expenditure of \$295,000 for the Western Avenue School gymnasium air handler and addition of a condensing unit. Commissioner Jones seconded. Four ayes. Motion carried.

EXECUTIVE SESSION

None

ADJOURN

Commissioner Jones made a motion to adjourn the meeting at 8:13 p.m. Commissioner Cladis seconded. Four ayes. Motion carried.

Secretary, Board of Commissioners
Geneva Park District

Submitted By: Nicole Vickers / Hannah Sterricker