



**REGULAR SCHEDULED MEETING**  
**Location: Sunset Community Center**  
**Date: March 17, 2025**  
**Time: 7:00 PM**

**AGENDA**

Call to Order

Roll Call

Hearing of Guests

Reading of Minutes: Regular Scheduled Meeting – February 17, 2025  
Personnel Policy Committee Meeting Minutes – March 10, 2025

Claims and Accounts

Treasurer's Report and Superintendent of Finance Report

Approval of the Agenda

**CORRESPONDENCE**

**OLD BUSINESS**

Dryden Park Tennis Court Color Coating and Lining

**COMMUNICATIONS**

**STAFF REPORTS**

Superintendent of Parks and Properties

Superintendent of Recreation

**NEW BUSINESS**

2025 Sunset Community Center Building Exterior Painting Results

2025 Contracted Mowing Bid Results

Personnel & Policy Committee Recommendations

**EXECUTIVE SESSION**

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

Personnel- (5ILCS 120/2 (c) (1))

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

**ADJOURN**

**GENEVA PARK DISTRICT  
REGULAR SCHEDULED MEETING MINUTES  
February 17, 2025  
7:00 p.m.**

CALL TO ORDER

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

ROLL CALL

President Moffat called for the roll. Commissioner Kaven, Commissioner Jones, Commissioner Cladis, Commissioner Cullen, and President Moffat all answered present.

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

Press: None

Guests: Assistant Vice President from Speer Financial Inc., Aaron Gold, Principal Landscape Architect from Upland Design, Michelle Kelly, Geneva Softball Association representatives; Lisa Leslie, Diane Berner, Pete Helland, and Aquatics & Facility Manager, Joey Kalwat.

HEARING OF GUESTS

Geneva Softball Association representatives Lisa Leslie, Diane Berner and Pete Helland presented to the Board their short and long term goals for GSA and how the Park District can assist them in reaching these goals. President Moffat thanked all three representatives for their presentation and stated that it is the Board and staff's responsibility to serve the community as well as be fiscally responsible. President Moffat stated that the Board and staff just completed the short and long term goals meeting for the Geneva Park District and softball is mentioned.

Supt. of Finance & Personnel Powell recognized and thanked Dawn Flesvig for her 20 years of service with the Geneva Park District. Executive Director Vickers extended her gratitude.

READING OF MINUTES

Commissioner Cullen made a motion to approve the minutes of the Public Hearing and Regular Board Meeting on January 20, 2025 and the Short & Long Range Plan Meeting on January 31, 2025. Commissioner Cladis seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Commissioner Cullen made a motion to approve the claims and accounts presented. Commissioner Cladis seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Powell reviewed the January financial reports. Ms. Powell reported the blended rate is currently at 3.58%. Ms. Powell stated that we are on target with 75% through the budget year. Ms. Powell stated the Consumer Price Index (CPI) for the 2024 calendar year was released at 2.9%. This rate will be used to determine the growth in our 2025 tax levy, which is received in the budget year 2025-2026. Commissioner Jones made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Cullen seconded. All ayes. Motion carried.

## APPROVAL OF THE AGENDA

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

## CORRESPONDENCE

The media relations binder was passed around. Executive Director Vickers also acknowledged that Laura Sprague won second place for the best use of integrated photography at the IAPD/IPRA Soaring to New Heights 2025 Conference.

## **OLD BUSINESS**

### TAX ABATEMENT ORDINANCE #2025-03

Supt. of Finance & Personnel 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. Commissioner Jones made a motion to approve Ordinance #2025-03, an ordinance abating a portion of taxes heretofore levied to pay the 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 Kaven seconded. A roll call vote was taken. Kaven-aye, Jones-aye, Cladis-aye, Cullen-aye, Moffat-aye. All ayes. Motion carried.

### LIMITED BOND ORDINANCE #2025-02

Supt. of Finance & Personnel Powell introduced Aaron Gold from Speer Financial. Mr. Gold shared with the board that the sale of the #2025-02 limited bonds of \$1,903,535 will finalize today, Monday, February 17, 2025. The district is purchasing its own bonds at a rate of 4.18%. The bond sale award information and term sheet provided by Speer Financial were shared with the board. Ms. Powell asked the board to approve limited bond ordinance #2025-02. Commissioner Jones made a motion to approve limited bond ordinance #2025-02 to provide the issuance of \$1,903,535 Taxable General Obligation Limited Tax Park Bonds, Series 2025 of the Geneva Park District, Kane County, Illinois, and for the levy of the direct annual tax to pay the principal of and interest on said bonds. Commissioner Cladis seconded. A roll call vote was taken. Kaven-aye, Jones-aye, Cladis-aye, Cullen-aye, Moffat-aye. All ayes. Motion carried.

### WINDING CREEK PARK OSLAD DEVELOPMENT

Executive Director Vickers invited Upland Design Principal Architect, Michelle Kelly to present the Winding Creek Park Development Project to the board. Michelle Kelly reviewed the different concepts and amenities of the park and provided the board with a project proposal. Commissioner Cladis made a motion to approve the contract with Upland Design for professional services for Winding Creek Park OSLAD Development. Commissioner Jones seconded. All ayes. Motion carried.

### SAFETY COMMITTEE REPORT REVIEW

Supt. of Recreation Bortner presented the safety report reviewing the months of September through February, noting that this bi-annual review had typically been reported during the January meeting so the numbers are slightly higher than the previous year. 171 accident reports were filed for patrons, 6 accident reports were filed for employees, 2 vehicle accident reports were filed, and 36 certificates of insurance were collected and filed. Supt. Bortner then highlighted a few safety updates over the past six months.

### SUNSET POOL FILTRATION PUMP REBUILD

President Moffat asked if there were any questions regarding the Sunset Pool filtration pump rebuild. With no questions, Commissioner Jones made a motion to approve the Sunset Pool filtration pump rebuild for \$12,500 to Illinois Pump. Commissioner Cullen seconded. All ayes. Motion carried.

## COMMUNICATIONS

The Personnel & Policy Committee is scheduled for March 10<sup>th</sup>, 2025 with Commissioners Moffat and Cullen. The Finance Committee meeting was scheduled for April 7<sup>th</sup>, 2025 with Commissioners Moffat and Jones.

The annual Wine, Cheese, and Trees event will be held this Saturday, February 22<sup>nd</sup> at the Library. Tickets are still available. Executive Director Vickers stated that it is going to be a fantastic event and very excited for the Geneva Park District Foundation, The Library Foundation, and the Natural Resource Committee to all be working together.

Executive Director Vickers highlighted the staff for their inter-department teamwork at the 15<sup>th</sup> Annual Super Shuffle 5K Race event on February 9<sup>th</sup>.

## FUTURE MEETINGS

Personnel & Policy Committee Meeting (Jay Moffat & Bre Cullen)	March 10, 2025	3:00 PM
Regular Scheduled Foundation Meeting	March 11, 2025	7:00 PM
Regular Scheduled Meeting	March 17, 2025	7:00 PM
Finance Committee – Budget Meeting (Jay Moffat & Doug Jones)	April 7, 2025	12:00 PM

## SUPERINTENDENT OF RECREATION

President Moffat congratulated Supt. Bortner on this month's BestLife Fitness numbers. He asked if anyone had any questions. There were no additional questions or comments.

## SUPERINTENDENT OF PARKS AND PROPERTIES

President Moffat asked if the board had any questions or comments for Supt. Gorra. With no questions asked, President Moffat asked Supt. Gorra if he could elaborate on first amendment auditors since the parks department will be receiving training on that topic, among other topics. Supt. Gorra stated that individuals are expressing their first amendment rights by entering government establishments and asking to see certain documents. Supt. Gorra wants to ensure the parks staff are prepared. Executive Director Vickers stated that Sunset Community Center has recently experienced a first amendment audit. President Moffat shared his appreciation for educating the staff on this topic.

## **NEW BUSINESS**

### 2025 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. Commissioner Cladis recognized the list of accomplished goals from the staff and thanked the staff for establishing goals, looking to the future, caring for the community, and being fiscally responsible. President Moffat asked about the IGA extension for Friendship Station Preschool. Executive Director Vickers shared that she has been having open communication with the School Superintendent. Commissioner Kaven made a motion to approve the 2025 Short & Long Range Plan. Commissioner Jones seconded. All ayes. Motion carried.

### SUNSET POOL SHADE STRUCTURE REPAIR

President Moffat asked if there were any questions regarding the shade structure repair. With no questions, Commissioner Cullen made a motion to approve the expenditure of no more than \$30,000 for the replacement of two fabric membranes on existing shade structures at Sunset Pool. Commissioner Jones seconded. All ayes. Motion carried.

#### SUNSET POOL SHADE STRUCTURE PURCHASE

President Moffat asked if there were any questions regarding the shade structure purchase. With no questions, Commissioner Kaven made a motion to approve the expenditure, not to exceed \$27,000 to Play Illinois & Modern Shade for additional shade structure at Sunset Pool. Commissioner Jones seconded. All ayes. Motion carried.

#### MILL CREEK POOL MAIN WATER SUPPLY REPAIR

President Moffat asked if there were any questions. Commissioner Jones made a motion to approve the expenditure of \$16,950 to Mendel Plumbing for the replacement of the Mill Creek Pool main water supply line. Commissioner Cladis seconded. All ayes. Motion carried.

#### EXECUTIVE SESSION

None

#### ADJOURN

President Moffat made a motion to adjourn the meeting at 8:37 p.m. Commissioner Kaven seconded. All ayes. Motion carried.

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Secretary, Board of Commissioners  
Geneva Park District

Submitted By: Nicole Vickers / Hannah Sterrick

## **MINUTES OF PERSONNEL COMMITTEE MEETING**

**DATE:** March 10, 2025

**TIME:** 3:09 pm- 4:21pm

**PLACE:** Sunset Community Center

**PRESENT:** President Moffat, Commissioner Cullen, Nicole Vickers and Christy Powell

The meeting was called to order at 3:09 pm.

There were no guests present. The purpose of the committee meeting is to discuss salary and wage information for fiscal year 2025-26. Information to be covered included the compensation report, 2024 agency accomplishments, organizational chart; survey of park district projected salary and wage increase; salary policy; 2025-26 proposed full-time salary and wage ranges, 2025-26 proposed part-time/seasonal salary and wage ranges; and 2025-26 proposed full-time salary and wage recommendations.

At 3:09 p.m., Vice President Moffat made a motion to go into Executive Session for Personnel. Commissioner Cullen seconded.

The board returned to the Personnel Committee Meeting at 4:21 p.m.

### **SALARY INCREASE RECOMMENDATIONS**

The committee is recommending approval by the full board of the following documents: organizational chart; the salary policy; the 2025-26 proposed full-time salary and wage ranges; the 2025-26 proposed part-time/seasonal salary and wage ranges; and a selection of one of the two options used for the 2025-26 proposed full-time salary and wage increase using either a 3% or 4% pool, which includes the Executive Director salary. Depending on the pool selected the respective average salary increase yields an average increase of 2.92% or 3.88%,

### **ADJOURN**

Commissioner Cullen made a motion to adjourn the meeting at 4:21 p.m. President Moffat seconded. All ayes. Motion carried.

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Secretary

Submitted By: Christy Powell

DATE: 03/11/25  
TIME: 15:35:08  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

GENERAL  
PAID

PAGE: 1

FROM CHECK # 81358 TO CHECK # 81422

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81358	U.S. POSTAL SERVICE	2025 SPRING BROCHURE POSTAGE	RECREATION / PUBLIC INFORMATION	5,590.73
			CHECK TOTAL	5,590.73
81359	ILLINOIS SECRETARY OF STATE	FORD E-450 BUS REGISTRATION	RECREATION / REC ADMINISTRATION	173.00
			CHECK TOTAL	173.00
81360	ILLINOIS SECRETARY OF STATE	WATER WAGON REGISTRATION	CORPORATE / PARKS ADMINISTRATION	173.00
			CHECK TOTAL	173.00
81361	MARY HENDRIAN	ADULT CABARET PIANO PLAYER	RECREATION / PLAYHOUSE 38	100.00
			CHECK TOTAL	100.00
81362	1000BULBS	SPRC LIGHTBULBS	RECREATION / SPRC	184.29
			CHECK TOTAL	184.29
81363	ABLE PEST CONTROL	PFP MONTHLY PEST CONTROL - FEB	CORPORATE / PECK FARM	95.00
			CHECK TOTAL	95.00
81364	ACE HARDWARE GENEVA	PH38 PAINT	RECREATION / PLAYHOUSE 38	27.99
		BOLT FOR MOWER REPAIR	CORPORATE / PARKS ADMINISTRATION	1.89
		GREENHOUSE SUPPLIES	CORPORATE / PARKS ADMINISTRATION	34.50
		PECK HOUSE PAINT	CORPORATE / PECK FARM	184.47
			CHECK TOTAL	248.85
81365	COLORART LLC	SPRING 25 BROCHURE PRINTING	RECREATION / PUBLIC INFORMATION	13,204.58
			CHECK TOTAL	13,204.58
81366	ACCURATE INDUSTRIES	STEAM ROOM BI-ANN MAINT	RECREATION / SPRC	1,117.90
			CHECK TOTAL	1,117.90
81367	ACCURATE OFFICE SUPPLY CO	PAPER	RECREATION / REC ADMINISTRATION	44.44
		OFFICE SUPPLIES	RECREATION / REC ADMINISTRATION	11.06
		PH 38 GARBAGE BAGS	RECREATION / PLAYHOUSE 38	60.28
			CHECK TOTAL	115.78
81368	ALL STAR SPORTS INSTRUCTION	ASSI WINTER CAMPS	RECREATION / SPORTS CAMPS - ASSI	1,859.20
		ASSI WINTER CAMP CLASSES	RECREATION / TINY SPORTS- ASSI	813.40
			CHECK TOTAL	2,672.60

DATE: 03/11/25  
TIME: 15:35:18  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 2

FROM CHECK # 81358 TO CHECK # 81422

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81369	BANNER UP SIGNS	SUPER SHUFFLE RACE SIGNS	RECREATION / REC ADMINISTRATION	90.00
		SUPER SHUFFLE RACE SIGNS	RECREATION / HARVEST HUSTLE	175.50
		SUPER SHUFFLE RACE SIGNS	RECREATION / SUPER BOWL SHUFFLE	175.50
			CHECK TOTAL	441.00
81370	BLOOMING COLOR	BESTLIFE & STONE CREEK PASSES	RECREATION / PUBLIC INFORMATION	288.46
			CHECK TOTAL	288.46
81371	CHASE CARD SERVICES	IPRA HOTEL - VICKERS	RECREATION / REC ADMINISTRATION	156.13
		IPRA HOTEL - VICKERS	CORPORATE / PARKS ADMINISTRATION	156.13
		IPRA CONFERENCE DINNER	RECREATION / REC ADMINISTRATION	232.23
		IPRA CONFERENCE DINNER	CORPORATE / PARKS ADMINISTRATION	232.22
		KZ SUPPLIES - FES	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	298.60
		KZ SUPPLIES - HES	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	151.58
		KZ SUPPLIES - HSS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	68.69
		DAY OFF TRIP - FUNWAY	RECREATION / IN SERVICE DAYS PROGRAMS	82.00
		MONTHLY NEWSPAPER SUB	CORPORATE / PARKS ADMINISTRATION	44.36
		PROMOTIONAL SOCIAL MEDIA POSTS	RECREATION / PUBLIC INFORMATION	31.90
		IPRA HOTEL - SPRAGUE	RECREATION / REC ADMINISTRATION	312.26
		MARKETING EMAILS	RECREATION / PUBLIC INFORMATION	282.00
		PLASTIC EVENT SIGN HOLDERS	RECREATION / REC ADMINISTRATION	21.79
		CANVA, GOOGLE, APPLE SUBS	CORPORATE / PECK FARM	17.97
		PFP GIFT SHOP PERMIT	CORPORATE / PECK FARM	345.00
		PFP GIFT SHOP SUPPLIES	CORPORATE / PECK FARM	90.56
		DISCOVERY ROOM ANIMAL SUPPLIES	CORPORATE / PECK FARM	2.10
		DRINKING FOUNTAIN FILTER	CORPORATE / PECK FARM	73.98
		ACRYLIC SIGN HOLDERS	CORPORATE / PECK FARM	28.39
		FAIRY GARDEN BDAY SUPPLIES	CORPORATE / BIRTHDAY PARTIES - PECK FARM	13.99
		SQUIRREL PROGRAM SUPPLIES	CORPORATE / PECK FARM GENERAL PROGRAMS	11.99
		BEE HIVE BOXES SUPPLIES	CORPORATE / COMMUNITY GARDEN	27.14
		FOOD MANAGER TEST FEE	RECREATION / REC ADMINISTRATION	12.00
		PROCONNECT FEE - MCKINSEY	RECREATION / REC ADMINISTRATION	140.00
		BEE HIVE EQUIPMENT	RECREATION / REC ADMINISTRATION	1,159.47
		MC POOL BUILDING PAINT	RECREATION / MILL CREEK POOL	30.95
		SCC LIGHT FIXTURE	RECREATION / SUNSET RACQUETBALL & FITNESS	35.93
		MC POOL THERMOSTAT BOXES	RECREATION / MILL CREEK POOL	39.98
		IPRA AQUATIC FACILITY OP CLASS	CORPORATE / PARKS ADMINISTRATION	300.00
		IPRA MEMBERSHIP DUES - GAGER	CORPORATE / PARKS ADMINISTRATION	245.00



DATE: 03/11/25  
TIME: 15:35:26  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 3

FROM CHECK # 81358 TO CHECK # 81422

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81371	CHASE CARD SERVICES	FIRST AID CLEANUP KIT	CORPORATE / PARKS ADMINISTRATION	17.95
		SURGE PROTECTOR FOR COMPUTERS	CORPORATE / PARKS ADMINISTRATION	50.97
		OIL SPILL SAFETY KIT	CORPORATE / PARKS ADMINISTRATION	54.24
		PAINT FOR WHEELER SIGNS	CORPORATE / PARKS ADMINISTRATION	64.78
		SPRC MOISTURE TESTING TOOL	RECREATION / SPRC	36.65
		PFP PARKING LOT LIGHTS TIMERS	CORPORATE / PECK FARM	4.63
		COFFEE FOR PARKS STAFF MEETING	CORPORATE / PARKS ADMINISTRATION	49.98
		ELECTRICAL SAFETY SUPPLIES	CORPORATE / PARKS ADMINISTRATION	44.96
		ENGINE OIL PRESSURE KIT	CORPORATE / PARKS ADMINISTRATION	29.99
		GLPTI HOTEL	CORPORATE / PARKS ADMINISTRATION	145.59
		IAPD/IPRA HOTEL	CORPORATE / PARKS ADMINISTRATION	312.26
		MIPE MEETING - 5 ATTENDEES	CORPORATE / PARKS ADMINISTRATION	100.00
		MIPE ANN DUES - GAGER, ARNOLD	CORPORATE / PARKS ADMINISTRATION	50.00
		PINEWOOD DERBY KITS	CORPORATE / PARKS ADMINISTRATION	108.90
		ILSTMA WORKSHOP - LOGAN	CORPORATE / PARKS ADMINISTRATION	65.00
		ILSTMA WORKSHOP - VON	CORPORATE / PARKS ADMINISTRATION	65.00
		ILSTMA MEMBERSHIPS - 2	CORPORATE / PARKS ADMINISTRATION	90.00
		CPRP RENEWAL - MORGAN	CORPORATE / PARKS ADMINISTRATION	70.00
		MISC REPAIR PARTS	CORPORATE / PARKS ADMINISTRATION	255.30
		WALL MOUNTS	CORPORATE / PARKS ADMINISTRATION	39.98
		PECK SHOP MOUSE TRAPS	CORPORATE / PECK FARM	17.99
		IPRA HOTEL - BRADBURN	RECREATION / REC ADMINISTRATION	312.26
		QUICKSCORES FEE	RECREATION / GIRLS BASKETBALL	14.00
		IPRA HOTEL	RECREATION / REC ADMINISTRATION	312.26
		SUPER SHUFFLE SUPPLIES	RECREATION / SUPER BOWL SHUFFLE	18.99
		PH38 TECH EQUIPMENT	RECREATION / PLAYHOUSE 38	25.40
		PRESCHOOL SUPPLIES	RECREATION / PARK DISTRICT PRESCHOOL	297.05
		BALLOON PUMP/KIT	RECREATION / PARK DISTRICT PRESCHOOL	181.25
		IPRA HOTEL ROOM - KEEN	RECREATION / REC ADMINISTRATION	312.26
		DAUGHTER DATE NIGHT SUPPLIES	RECREATION / JUST DAD 'N ME	336.58
		BATTERIES FOR FITNESS HEADSET	RECREATION / EXERCISE & AEROBICS	16.99
		AQUATIC RISK MGT DAY 2025	RECREATION / REC ADMINISTRATION	35.00
		PH38 PROGRAM SUPPLIES	RECREATION / PLAYHOUSE 38	143.59
		PH38 CONCESSION SUPPLIES	RECREATION / PLAYHOUSE 38	297.87
		PH38 SCRIPT PREVIEWS	RECREATION / PLAYHOUSE 38	31.70
		SDA COMPETITION COSTUMES	RECREATION / SUNSET DANCE COMPANY	1,013.65
		MAY VIP COMP ENTRY FEES	RECREATION / SUNSET DANCE COMPANY	901.12
		CHEER MATS VELCRO	RECREATION / CHEERLEADING	38.99

DATE: 03/11/25  
TIME: 15:35:29  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 4

FROM CHECK # 81358 TO CHECK # 81422

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81371	CHASE CARD SERVICES	CHEERLEADING UNIFORMS	RECREATION / CHEERLEADING	4,188.56
		FOOD FOR MEETING	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	71.28
		IPRA HOTEL - BORTNER	RECREATION / REC ADMINISTRATION	156.13
		IPRA HOTEL - MCKINSEY	RECREATION / REC ADMINISTRATION	156.13
		BASSET TRAINING - BORTNER	RECREATION / REC ADMINISTRATION	13.99
		GMAIL MONTHLY BILLING	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	7.20
		KZ SUPPLIES - WAS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	239.78
		DAY OFF TRIP - FUNFLATABLES	RECREATION / IN SERVICE DAYS PROGRAMS	136.00
		STAFF BADGE HOLDERS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	11.90
		CHAT GPT MONTHLY BILLING	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	20.00
		DAY OFF TRIP - FUNFLATABLES	RECREATION / IN SERVICE DAYS PROGRAMS	255.00
		KZ SUPPLIES - HES WALKIES	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	129.99
		KZ SUPPLIES - WES	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	109.77
		KZ SUPPLIES - WES WALKIES	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	161.10
		SUPER SHUFFLE SUPPLIES	RECREATION / SUPER BOWL SHUFFLE	1,261.59
		SCC SPEAKERS AMP CORD	RECREATION / REC ADMINISTRATION	31.99
		SCC HALLWAY MAT RETURN	RECREATION / REC ADMINISTRATION	-19.89
		SANITATION SUPPLIES	RECREATION / SUNSET RACQUETBALL & FITNESS	162.99
		BIRTHDAY PARTY SUPPLIES	RECREATION / SPRC BIRTHDAY PARTIES	151.23
		BIRTHDAY PARTY BEVERAGES	RECREATION / SPRC BIRTHDAY PARTIES	47.88
		FITNESS EQUIPMENT REPAIR PARTS	RECREATION / SUNSET RACQUETBALL & FITNESS	109.47
		BIRTHDAY PARTY CUPCAKES	RECREATION / SPRC BIRTHDAY PARTIES	289.81
		BIRTHDAY PARTY SUPPLIES	RECREATION / SPRC BIRTHDAY PARTIES	79.21
		PAYCOM TRAINING FOOD	RECREATION / REC ADMINISTRATION	30.86
		SUPER SHUFFLE SUPPLIES	RECREATION / SUPER BOWL SHUFFLE	30.30
		PIZZA FOR STAFF MEETING	RECREATION / SPRC	43.18
		VENDING MERCHANDISE	RECREATION / SPRC	199.92
		VENDING MERCHANDISE	RECREATION / SUNSET RACQUETBALL & FITNESS	130.00
		MEMBER RETENTION PRIZES	RECREATION / SPRC	20.00
		MEMBER RETENTION PRIZES	RECREATION / SUNSET RACQUETBALL & FITNESS	20.00
		PAYCOM TRAINING LUNCH	RECREATION / REC ADMINISTRATION	250.85
		BLEACH, WASH CLOTHS	RECREATION / SUNSET RACQUETBALL & FITNESS	273.38
		WALL CLOCKS, LAMINATOR	RECREATION / SPRC	247.09
		BLEACH, WASH CLOTHS	RECREATION / SPRC	322.65
		HOSE/ROLLERS, BATTERIES	RECREATION / SPRC	218.59
		PICKLEBALL SUPPLIES	RECREATION / PICKLEBALL	1,168.91
		IPRA HOTEL - CULLEN	RECREATION / REC ADMINISTRATION	78.07
		IPRA HOTEL - MOFFAT	RECREATION / REC ADMINISTRATION	156.13

DATE: 03/11/25  
TIME: 15:35:33  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 5

FROM CHECK # 81358 TO CHECK # 81422

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81371	CHASE CARD SERVICES	IPRA HOTEL - CULLEN	CORPORATE / PARKS ADMINISTRATION	78.06
		IPRA HOTEL - MOFFAT	CORPORATE / PARKS ADMINISTRATION	156.13
		GIVING TREE POSTAGE - GPDF	RECREATION / REC ADMINISTRATION	10.95
		PORTILLOS GIFT CARDS - WCT	RECREATION / REC ADMINISTRATION	50.00
		REFUND FOR IPRA HOTEL CHANGE	RECREATION / REC ADMINISTRATION	-40.00
		IPRA HOTEL - POWELL	RECREATION / REC ADMINISTRATION	156.15
		IPRA HOTEL - POWELL	CORPORATE / PARKS ADMINISTRATION	156.15
		ANNUAL IGFOA DUES	CORPORATE / PARKS ADMINISTRATION	200.00
		ANNUAL IGFOA DUES	RECREATION / REC ADMINISTRATION	200.00
		BESTLIFE - DIALPAD PHONE	RECREATION / SUNSET RACQUETBALL & FITNESS	31.03
		REC - DIALPAD PHONE	RECREATION / REC ADMINISTRATION	186.16
		SPRC - DIALPAD PHONE	RECREATION / SPRC	992.86
		WHEELER - DIALPAD PHONE	CORPORATE / PARKS ADMINISTRATION	186.16
		MINI GOLF - DIALPAD PHONE	RECREATION / MINIATURE GOLF	46.54
		PFP - DIALPAD PHONE	CORPORATE / PECK FARM	108.60
		PESTICIDE APPLICATION TRAINING	CORPORATE / PARKS ADMINISTRATION	110.50
		IPRA HOTEL - GORRA	CORPORATE / PARKS ADMINISTRATION	312.30
		FLOWER BULBS	CORPORATE / PARKS ADMINISTRATION	128.81
		FUNBRELLA PAINT SUPPLIES	CORPORATE / PARKS ADMINISTRATION	52.21
		STORAGE CABINETS, TOWEL DISP	CORPORATE / PARKS ADMINISTRATION	566.49
		AMERICAN HORT MEMBERSHIP	CORPORATE / PARKS ADMINISTRATION	295.00
			CHECK TOTAL	25,552.61
81372	CITY OF GENEVA	SCC - WATER	RECREATION / REC ADMINISTRATION	132.37
		BESTLIFE - WATER	RECREATION / SUNSET RACQUETBALL & FITNESS	308.87
		WHEELER MAINT - WATER	CORPORATE / PARKS ADMINISTRATION	720.27
		MINI GOLF - WATER	CORPORATE / PARKS ADMINISTRATION	75.76
		ISLAND PARK - WATER	CORPORATE / PARKS ADMINISTRATION	31.33
		WHEELER N BATHROOMS - WATER	CORPORATE / PARKS ADMINISTRATION	32.87
		GREENHOUSE - WATER	CORPORATE / PARKS ADMINISTRATION	50.91
		GARDEN CLUB PARK - WATER	CORPORATE / PARKS ADMINISTRATION	46.36
		POOL - WATER	RECREATION / SUNSET POOL	351.58
		MOORE PARK - WATER	CORPORATE / MOORE SPRAY PARK	78.96
		SPRC - WATER	RECREATION / SPRC	777.83
		COMM GARDENS - WATER	CORPORATE / COMMUNITY GARDEN	120.04
		ISLAND PARK - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	17.54
		ESPING FLAG POLE - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	22.59
		HSS TENNIS COURTS - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	75.61

DATE: 03/11/25  
TIME: 15:35:37  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 6

FROM CHECK # 81358 TO CHECK # 81422

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81372	CITY OF GENEVA	JAYCEE PARK - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	20.30
		WHEELER PARK - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	48.17
		WHEELER MAINT - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	1,426.71
		PECK HOUSE - ELECTRIC	CORPORATE / PECK FARM	235.94
		PECK MAINT - ELECTRIC	CORPORATE / PECK FARM	1,032.78
		SCC - ELECTRIC	RECREATION / REC ADMINISTRATION	24.12
		SCC - ELECTRIC	RECREATION / REC ADMINISTRATION	1,648.69
		BESTLIFE - ELECTRIC	RECREATION / SUNSET RACQUETBALL & FITNESS	1,081.10
		BESTLIFE - ELECTRIC	RECREATION / SUNSET RACQUETBALL & FITNESS	235.32
		POOL - ELECTRIC	RECREATION / SUNSET POOL	470.39
		SUNSET BALLFIELDS - ELECTRIC	RECREATION / ADULT SOFTBALL	20.30
		MOORE PARK - ELECTRIC	CORPORATE / MOORE SPRAY PARK	21.71
		SPRC - ELECTRIC	RECREATION / SPRC	4,263.16
		PH 38 - ELECTRIC	RECREATION / PLAYHOUSE 38	91.46
			CHECK TOTAL	13,463.04
81373	COM ED	COM ED - MC COMM PARK	CORPORATE / PARKS ADMINISTRATION	28.92
		COM ED - PETERSON PROPERTY	CORPORATE / PARKS ADMINISTRATION	19.58
		COM ED - PETERSON PROPERTY	CORPORATE / PARKS ADMINISTRATION	105.27
		COM ED - PFP BALLFIELDS	RECREATION / ADULT SOFTBALL	69.25
			CHECK TOTAL	223.02
81374	CONSERV FS	UNLEADED FUEL - PARKS	CORPORATE / PARKS ADMINISTRATION	679.91
		UNLEADED FUEL - REC	RECREATION / REC ADMINISTRATION	75.54
		DIESEL FUEL	CORPORATE / PARKS ADMINISTRATION	340.02
			CHECK TOTAL	1,095.47
81375	COMCAST CABLE	COMCAST SVC - SPRC	RECREATION / SPRC	640.13
			CHECK TOTAL	640.13
81376	COMCAST CABLE	COMCAST SVC - SCC	RECREATION / REC ADMINISTRATION	384.08
		COMCAST SVC - BESTLIFE	RECREATION / SUNSET RACQUETBALL & FITNESS	256.05
			CHECK TOTAL	640.13
81377	CRANE PAYMENT INNOVATIONS	MONTHLY VENDING SVC	RECREATION / SPRC	17.90
		MONTHLY VENDING SVC	RECREATION / SUNSET RACQUETBALL & FITNESS	8.95
			CHECK TOTAL	26.85

DATE: 03/11/25  
TIME: 15:35:47  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 7

FROM CHECK # 81358 TO CHECK # 81422

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81378	DESIGNSPRING GROUP	DESIGN SPRING BROCHURE 2 OF 2	RECREATION / PUBLIC INFORMATION	3,090.00
		DESIGN SUMMER BROCHURE 1 OF 2	RECREATION / PUBLIC INFORMATION	2,970.00
			CHECK TOTAL	6,060.00
81379	FOX VALLEY SPECIAL RECREATION	JAN 2025 INCLUSION HOURS	SPECIAL RECREATION / SPECIAL RECREATION	3,746.90
			CHECK TOTAL	3,746.90
81380	STEPHANIE FRANTZ	MEDITATION W 25	RECREATION / ADULT	150.00
			CHECK TOTAL	150.00
81381	THE GARDEN PLATE	PRESCHOOL COOKING - 01 W25	RECREATION / TODDLERS	98.00
		YOUTH COOKING - 01 W25	RECREATION / YOUTH	171.50
		PRESCHOOL COOKING - 02 W25	RECREATION / TODDLERS	171.50
		YOUTH COOKING - 02 W25	RECREATION / YOUTH	563.50
			CHECK TOTAL	1,004.50
81382	GENEVA CHAMBER OF COMMERCE	GENEVA CHAMBER STAGE SPONSOR	RECREATION / REC ADMINISTRATION	1,500.00
			CHECK TOTAL	1,500.00
81383	GENEVA CUSD #304	DAUGHTER DANCE CUSTODIAN	RECREATION / JUST DAD 'N ME	108.00
		MCS FLOOR HOCKEY CUSTODIAN SVC	RECREATION / BOYS BASKETBALL	27.00
			CHECK TOTAL	135.00
81384	W.W. GRAINGER CORP.	WHEELER SHOP SAFETY SIGNS	CORPORATE / PARKS ADMINISTRATION	39.02
			CHECK TOTAL	39.02
81385	GROOT	REFUSE DISPOSAL - SCC	RECREATION / REC ADMINISTRATION	240.13
		REFUSE DISPOSAL - PFP	CORPORATE / PECK FARM	168.15
			CHECK TOTAL	408.28
81386	GRAF TREE CARE, INC.	BENNETT PARK TREE PRUNING	CORPORATE / PARKS ADMINISTRATION	690.00
			CHECK TOTAL	690.00
81387	HARRIS COMPUTER SYSTEMS	1099 FORMS & ENVELOPES	CORPORATE / PARKS ADMINISTRATION	84.82
		1099 FORMS & ENVELOPES	RECREATION / REC ADMINISTRATION	84.82
			CHECK TOTAL	169.64
81388	HOME DEPOT CREDIT SERVICES	GREENHOUSE LIGHTING SUPPLIES	CORPORATE / PARKS ADMINISTRATION	21.73
			CHECK TOTAL	21.73

DATE: 03/11/25  
TIME: 15:35:58  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 8

FROM CHECK # 81358 TO CHECK # 81422

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81389	IL STATE POLICE	BACKGROUND CHECKS	RECREATION / REC ADMINISTRATION	160.00
		BACKGROUND CHECKS	CORPORATE / PARKS ADMINISTRATION	160.00
			CHECK TOTAL	320.00
81390	ILLINOIS DEPT OF AGRICULTURE	PESTICIDE LICENSE - SCIASCIA	CORPORATE / PARKS ADMINISTRATION	40.00
			CHECK TOTAL	40.00
81391	IPDDC	ANGELS CHEER STATE MEET FEES	RECREATION / CHEERLEADING	504.00
			CHECK TOTAL	504.00
81392	IPDDC	SUN DANCE CO IPDDC MEET FEES	RECREATION / SUNSET DANCE COMPANY	459.00
			CHECK TOTAL	459.00
81393	KEN KERFOOT	FY 24/25 BOOTS REIMB	CORPORATE / PARKS ADMINISTRATION	89.29
			CHECK TOTAL	89.29
81394	KIEFER AQUATICS	LIFEGUARD UMBRELLAS - 8	RECREATION / REC ADMINISTRATION	1,196.48
			CHECK TOTAL	1,196.48
81395	JAMES LANE	FY 24/25 BOOT REIMB	CORPORATE / PARKS ADMINISTRATION	81.36
			CHECK TOTAL	81.36
81396	LAKE COUNTRY CORPORATION	MC COMM PK & WELLINGTON SIGNS	CORPORATE / PARKS ADMINISTRATION	2,039.79
			CHECK TOTAL	2,039.79
81397	LAUB CONSTRUCTION	MEN'S STEAM ROOM GROUT RPR	RECREATION / SPRC	2,500.00
			CHECK TOTAL	2,500.00
81398	MENARDS	WATER SOFTENER	RECREATION / SPRC	17.94
		SILICONE	RECREATION / SPRC	10.77
		BENNETT PARK TREE WRAPPING	CORPORATE / PARKS ADMINISTRATION	56.99
		NAILS FOR BEE BOXES	CORPORATE / PECK FARM	12.97
		BIT FOR SAW	CORPORATE / PECK FARM	16.99
		SCREWS AND DUCT TAPE	RECREATION / SPRC	8.76
		SCC VACUUM PLUG	RECREATION / REC ADMINISTRATION	7.30
			CHECK TOTAL	131.72
81399	METRONET	METRONET - MC POOL	RECREATION / MILL CREEK POOL	82.15
			CHECK TOTAL	82.15

DATE: 03/11/25  
TIME: 15:36:15  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 9

FROM CHECK # 81358 TO CHECK # 81422

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81400	METRONET	METRONET - PH 38	RECREATION / PLAYHOUSE 38	82.15
			CHECK TOTAL	82.15
81401	METRONET	METRONET - WHEELER	CORPORATE / PARKS ADMINISTRATION	122.20
			CHECK TOTAL	122.20
81402	METRONET	METRONET - SPRC	RECREATION / SPRC	269.90
		METRONET - BESTLIFE	RECREATION / SUNSET RACQUETBALL & FITNESS	272.20
		METRONET - MINI GOLF	RECREATION / MINIATURE GOLF	109.95
			CHECK TOTAL	652.05
81403	MILL CREEK WRD	MC POOL - WATER	RECREATION / MILL CREEK POOL	185.91
			CHECK TOTAL	185.91
81404	NCPERS GROUP LIFE INS	VOLUNTARY EMPLOY INSURANCE	CORPORATE / ADMINISTRATIVE	144.00
			CHECK TOTAL	144.00
81405	NEXT GENERATION	SS5K SWEATSHIRTS 2ND ORDER	RECREATION / SUPER BOWL SHUFFLE	1,505.30
		HS BASKETBALL AWARDS	RECREATION / BOYS BASKETBALL	134.00
			CHECK TOTAL	1,639.30
81406	NICOR GAS	NICOR - WHEELER MAINT	CORPORATE / PARKS ADMINISTRATION	847.62
		NICOR - WHEELER PARK	CORPORATE / PARKS ADMINISTRATION	56.32
		NICOR - PECK HOUSE	CORPORATE / PECK FARM	370.42
		NICOR - PECK BARN	CORPORATE / PECK FARM	211.05
		NICOR - PECK MAINT	CORPORATE / PECK FARM	717.16
		NICOR - SCC	RECREATION / REC ADMINISTRATION	1,554.89
		NICOR - BESTLIFE	RECREATION / SUNSET RACQUETBALL & FITNESS	468.44
		NICOR - SPRC	RECREATION / SPRC	3,535.44
		NICOR - PH 38	RECREATION / PLAYHOUSE 38	102.49
		NICOR - POOL	RECREATION / SUNSET POOL	644.67
		NICOR - MC POOL	RECREATION / MILL CREEK POOL	252.03
			CHECK TOTAL	8,760.53
81407	OAK FOREST PARK DISTRICT	IPDDC CHEER COMP ENTRY FEES	RECREATION / CHEERLEADING	360.00
			CHECK TOTAL	360.00
81408	ORIGINAL ENTRY	MONTHLY ACCOUNTING FEES	CORPORATE / PARKS ADMINISTRATION	487.50

DATE: 03/11/25  
TIME: 15:36:21  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 10

FROM CHECK # 81358 TO CHECK # 81422

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81408	ORIGINAL ENTRY	MONTHLY ACCOUNTING FEES	RECREATION / REC ADMINISTRATION	487.50
			CHECK TOTAL	975.00
81409	ORGANIZED INSANITY PRODUCTIONS	WINDOW BANNER	RECREATION / REC ADMINISTRATION	140.00
			CHECK TOTAL	140.00
81410	READY SET CODE LLC	AI & MACHINE LEARNING W25	RECREATION / YOUTH	336.00
			CHECK TOTAL	336.00
81411	ROMEOVILLE RECREATION DEPT	IPDDC CHEER COMP ENTRY FEES	RECREATION / CHEERLEADING	360.00
			CHECK TOTAL	360.00
81412	ROMEOVILLE RECREATION DEPT	IPDDC DANCE COMP ENTRY FEES	RECREATION / SUNSET DANCE COMPANY	241.00
			CHECK TOTAL	241.00
81413	SHAZAM RACING	SS5K SUPER SHUFFLE SHAZAM FEE	RECREATION / SUPER BOWL SHUFFLE	3,056.05
			CHECK TOTAL	3,056.05
81414	SMG SECURITY HOLDINGS	PFP MONTHLY CAMERA SYSTEM	CORPORATE / PECK FARM	116.96
			CHECK TOTAL	116.96
81415	STEVENS STREET PROPERTIES	PH 38 RENTAL FEE - MARCH	RECREATION / PLAYHOUSE 38	2,200.00
			CHECK TOTAL	2,200.00
81416	STARGUARD ELITE	LIFEGUARD INSTR DEV COURSES	RECREATION / SUNSET POOL	1,390.50
			CHECK TOTAL	1,390.50
81417	SUBURBAN PROPANE-7800	PROPANE TANK RENTAL	CORPORATE / PARKS ADMINISTRATION	48.72
			CHECK TOTAL	48.72
81418	TAYLOR & ASSOCIATES INC	MC POOL DECK CHAIRS FINAL PYMT	RECREATION / REC ADMINISTRATION	13,959.41
			CHECK TOTAL	13,959.41
81419	OFFICIAL FINDERS LLC	GIRLS BASKETBALL REFS	RECREATION / GIRLS BASKETBALL	120.00
		BOYS BASKETBALL REFS	RECREATION / BOYS BASKETBALL	920.00
		GIRLS BASKETBALL REFS	RECREATION / GIRLS BASKETBALL	280.00
		BOYS BASKETBALL REFS	RECREATION / BOYS BASKETBALL	1,480.00
			CHECK TOTAL	2,800.00



DATE: 03/11/25  
TIME: 15:36:25  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

FROM CHECK # 81358 TO CHECK # 81422

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81420	ALANA CIELO	REISSUE DD FROM PR 2-28-25	RECREATION / ADMINISTRATIVE	87.40
			CHECK TOTAL	87.40
81421	REESE LACKEY	REISSUE DD FROM PR 2-28-25	RECREATION / ADMINISTRATIVE	126.29
			CHECK TOTAL	126.29
81422	ILLINOIS SECRETARY OF STATE	2025 VW BUZZ REGISTRATION	RECREATION / REC ADMINISTRATION	173.00
			CHECK TOTAL	173.00
			WARRANT TOTAL	125,371.77

DATE: 03/13/25  
TIME: 08:52:10  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

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PAGE: 1

FROM CHECK # 81423 TO CHECK # 81462

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81423	ACE HARDWARE GENEVA	STATE STREET BANNER TAPE	RECREATION / REC ADMINISTRATION	12.59
		WHEELER SHOP REPAIRS	CORPORATE / PARKS ADMINISTRATION	64.80
		TRAILER STOP CABLE CONNECTORS	CORPORATE / PARKS ADMINISTRATION	5.64
		FUNBRELLA PAINT	CORPORATE / PARKS ADMINISTRATION	7.19
		WHEELER SHOP RPR SUPPLIES	CORPORATE / PARKS ADMINISTRATION	99.47
		TRAILER PIGTAIL REPAIRS	CORPORATE / PARKS ADMINISTRATION	33.82
		SQUEEGIE AND BLADE	CORPORATE / PARKS ADMINISTRATION	33.82
		TRAIL BOX LOCK	CORPORATE / PARKS ADMINISTRATION	7.66
		TIRE GUAGE BATTERIES	CORPORATE / PARKS ADMINISTRATION	6.00
			CHECK TOTAL	270.99
81424	ACCURATE OFFICE SUPPLY CO	SANITATION SUPPLIES	RECREATION / SUNSET RACQUETBALL & FITNESS	45.50
		SANITATION SUPPLIES	RECREATION / REC ADMINISTRATION	45.50
		SANITATION SUPPLIES	RECREATION / SPRC	55.35
		SANITATION SUPPLIES	RECREATION / REC ADMINISTRATION	65.86
		SANITATION SUPPLIES	RECREATION / SUNSET RACQUETBALL & FITNESS	65.87
		SANITATION SUPPLIES	RECREATION / SUNSET RACQUETBALL & FITNESS	13.15
		SANITATION SUPPLIES	RECREATION / REC ADMINISTRATION	13.15
		BATHROOM CLEANER	RECREATION / SUNSET RACQUETBALL & FITNESS	57.79
			CHECK TOTAL	362.17
81425	ALARM DETECTION SYSTEMS	FLEX FIT CAMERA RELOCATION	RECREATION / SPRC	464.00
			CHECK TOTAL	464.00
81426	ALL STAR SPORTS INSTRUCTION	ASSI WINTER 1 2025 CLASSES	RECREATION / TINY SPORTS- ASSI	6,330.01
		ASSI WINTER 1 2025 CLASSES	RECREATION / SPORTS CAMPS - ASSI	128.10
			CHECK TOTAL	6,458.11
81427	BRAD BENSON	PICKLEBALL INSTRUCTOR	RECREATION / PICKLEBALL	2,289.00
			CHECK TOTAL	2,289.00
81428	BLACK LINE NAPERVILLE LLC	BLACKLINE COMPUTER/TELEPHONE	RECREATION / REC ADMINISTRATION	4,186.16
		BLACKLINE MAINT AGREEMENT	RECREATION / REC ADMINISTRATION	2,302.39
		BLACKLINE MAINT AGREEMENT	CORPORATE / PARKS ADMINISTRATION	488.38
			CHECK TOTAL	6,976.93
81429	BUMPER TO BUMPER	HEADLIGHT FOR TRUCK 105	CORPORATE / PARKS ADMINISTRATION	43.87
		SHOP TOWELS	CORPORATE / PARKS ADMINISTRATION	3.79

DATE: 03/13/25  
TIME: 08:52:22  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 2

FROM CHECK # 81423 TO CHECK # 81462

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81429	BUMPER TO BUMPER	SKID STEER WIPER BLADE	CORPORATE / PARKS ADMINISTRATION	8.09
			CHECK TOTAL	55.75
81430	CARDIO PARTNERS INC.	AED & CPR EQUIPMENT	RECREATION / REC ADMINISTRATION	4,308.90
			CHECK TOTAL	4,308.90
81431	CITY OF GENEVA	OLD MILL PARK - ELECTRIC	CORPORATE / PARKS ADMINISTRATION	42.84
			CHECK TOTAL	42.84
81432	COM ED	COM ED - MC POOL	RECREATION / MILL CREEK POOL	493.20
			CHECK TOTAL	493.20
81433	CONSERV FS	UNLEADED FUEL - PARKS	CORPORATE / PARKS ADMINISTRATION	746.46
		UNLEADED FUEL - REC	RECREATION / REC ADMINISTRATION	82.93
			CHECK TOTAL	829.39
81434	COMCAST CABLE	COMCAST SVC - SPRC	RECREATION / SPRC	653.88
			CHECK TOTAL	653.88
81435	COMCAST CABLE	COMCAST SVC - SCC	RECREATION / REC ADMINISTRATION	392.33
		COMCAST SVC - BESTLIFE	RECREATION / SUNSET RACQUETBALL & FITNESS	261.55
			CHECK TOTAL	653.88
81436	CONSTELLATION TELECOM	BESTLIFE FAX LINE	RECREATION / SUNSET RACQUETBALL & FITNESS	3.06
		REC FAX LINE	RECREATION / REC ADMINISTRATION	12.24
		SPRC FAX LINE	RECREATION / SPRC	45.89
		POOL E911 LINES	RECREATION / SUNSET POOL	130.02
		SPRC EMERGENCY LINES	RECREATION / SPRC	191.21
			CHECK TOTAL	382.42
81437	DAILY HERALD	BID NOTICE - SCC RENOVATIONS	CORPORATE / PARKS ADMINISTRATION	117.30
		BID NOTICE - MOWING	CORPORATE / PARKS ADMINISTRATION	105.80
			CHECK TOTAL	223.10
81438	EVP ACADEMIES	EVP WINTER SESSION 2	RECREATION / YOUTH VOLLEYBALL-INDOOR	762.30
			CHECK TOTAL	762.30
81439	W.W. GRAINGER CORP.	ANGLE GRINDER SPANNER TOOL	CORPORATE / PARKS ADMINISTRATION	7.40
			CHECK TOTAL	7.40

DATE: 03/13/25  
TIME: 08:52:38  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 3

FROM CHECK # 81423 TO CHECK # 81462

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81440	GROOT	REFUSE DISPOSAL - SCC	RECREATION / REC ADMINISTRATION	290.13
		REFUSE DISPOSAL - SPRC	RECREATION / SPRC	177.09
		REFUSE DISPOSAL - PFP	CORPORATE / PECK FARM	168.15
		REFUSE DISPOSAL - WHEELER	CORPORATE / PARKS ADMINISTRATION	584.56
			CHECK TOTAL	1,219.93
81441	GRAF TREE CARE, INC.	SANDHOLM TREE SAFETY PRUNING	CORPORATE / PARKS ADMINISTRATION	2,500.00
			CHECK TOTAL	2,500.00
81442	H2I GROUP	HOOP #5 HEIGHT ADJUSTER REPAIR	RECREATION / SPRC	1,612.00
			CHECK TOTAL	1,612.00
81443	HOME DEPOT CREDIT SERVICES	SANITATION SUPPLIES	RECREATION / REC ADMINISTRATION	14.98
		SANITATION SUPPLIES	RECREATION / SUNSET RACQUETBALL & FITNESS	14.98
			CHECK TOTAL	29.96
81444	KIEFER AQUATICS	LIFEGUARD CHAIRS - 8	RECREATION / REC ADMINISTRATION	18,707.00
			CHECK TOTAL	18,707.00
81445	JENNIFER LASSANDRO	PICKLEBALL CLASSES - FEB	RECREATION / PICKLEBALL	896.00
			CHECK TOTAL	896.00
81446	LIFE FITNESS CORP	FITNESS EQUIPMENT	RECREATION / SPRC	222.80
			CHECK TOTAL	222.80
81447	LINTFIGHTERS OF CENTRAL	SCC DRYER MAINTENANCE	RECREATION / REC ADMINISTRATION	175.00
		SCC DRYER MAINTENANCE	RECREATION / SUNSET RACQUETBALL & FITNESS	175.00
		SPRC DRYER MAINTENANCE	RECREATION / SPRC	560.00
			CHECK TOTAL	910.00
81448	FP MAILING SOLUTIONS	POSTAGE METER AGREEMENT	CORPORATE / PARKS ADMINISTRATION	26.21
		POSTAGE METER AGREEMENT	RECREATION / REC ADMINISTRATION	26.22
		POSTAGE METER AGREEMENT	RECREATION / SUNSET RACQUETBALL & FITNESS	26.21
		POSTAGE METER AGREEMENT	RECREATION / SPRC	26.21
			CHECK TOTAL	104.85
81449	MENARDS	SPRC SINK REPAIRS	RECREATION / SPRC	15.98
		SAW BLADE PIN	CORPORATE / PARKS ADMINISTRATION	3.99

DATE: 03/13/25  
TIME: 08:52:48  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 4

FROM CHECK # 81423 TO CHECK # 81462

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81449	MENARDS	GARBAGE BARRELS PAINT	CORPORATE / PARKS ADMINISTRATION	36.98
		WHEELER CABINET PAINT & PARTS	CORPORATE / PARKS ADMINISTRATION	60.80
		DOOR STOP AND GLUE	RECREATION / SPRC	17.76
		COAX CABLE	RECREATION / SPRC	8.97
			CHECK TOTAL	144.48
81450	NCPERS GROUP LIFE INS	VOLUNTARY EMPLOY INSURANCE	CORPORATE / ADMINISTRATIVE	144.00
			CHECK TOTAL	144.00
81451	NICOR GAS	NICOR - GREENHOUSE	CORPORATE / PARKS ADMINISTRATION	1,835.74
			CHECK TOTAL	1,835.74
81452	NORTH AMERICAN CORP	SANITATION SUPPLIES	RECREATION / REC ADMINISTRATION	318.65
		SANITATION SUPPLIES	RECREATION / SUNSET RACQUETBALL & FITNESS	318.65
		VACUUM BAGS	RECREATION / SPRC	27.74
		SANITATION SUPPLIES	RECREATION / SPRC	288.25
		SANITATION SUPPLIES	RECREATION / SPRC	1,119.03
			CHECK TOTAL	2,072.32
81453	ORGANIZED INSANITY PRODUCTIONS	WINDOW BANNER	RECREATION / REC ADMINISTRATION	140.00
			CHECK TOTAL	140.00
81454	PDRMA	EMPLOY HEALTH INSURANCE	CORPORATE / PARKS ADMINISTRATION	29,797.90
		EMPLOY HEALTH INSURANCE	RECREATION / REC ADMINISTRATION	41,430.51
		EMPLOY LIFE INSURANCE	CORPORATE / ADMINISTRATIVE	578.64
			CHECK TOTAL	71,807.05
81455	PLAN SOURCE	IMRF RETIREE REIMB HEALTH	CORPORATE / PARKS ADMINISTRATION	1,101.17
			CHECK TOTAL	1,101.17
81456	SOUNDS LIKE MUSIC LLC	YOUTH MUSIC - W 24	RECREATION / YOUTH	2,100.00
		ADULT MUSIC - W 24	RECREATION / ADULT	140.00
			CHECK TOTAL	2,240.00
81457	STEVENS STREET PROPERTIES	PH 38 RENTAL FEE - APRIL	RECREATION / PLAYHOUSE 38	2,200.00
			CHECK TOTAL	2,200.00
81458	SUBURBAN PROPANE-7800	PROPANE FUEL	CORPORATE / PARKS ADMINISTRATION	482.17
			CHECK TOTAL	482.17

DATE: 03/13/25  
TIME: 08:53:01  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 5

FROM CHECK # 81423 TO CHECK # 81462

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
81459	OFFICIAL FINDERS LLC	GIRLS BASKETBALL REFEREES	RECREATION / GIRLS BASKETBALL	160.00
		BOYS BASKETBALL REFEREES	RECREATION / BOYS BASKETBALL	1,280.00
		BOYS BASKETBALL SCOREKEEPERS	RECREATION / BOYS BASKETBALL	40.00
		BOYS BASKETBALL REFEREES	RECREATION / BOYS BASKETBALL	1,200.00
		GIRLS BASKETBALL REFEREES	RECREATION / GIRLS BASKETBALL	200.00
			CHECK TOTAL	2,880.00
81460	U.S. FIRE & SAFETY EQUIPMENT	ANNUAL FIRE EXTINGUISHER SVC	CORPORATE / PARKS ADMINISTRATION	691.70
			CHECK TOTAL	691.70
81461	VERIZON WIRELESS	MONTHLY CELL - REC	RECREATION / REC ADMINISTRATION	3.50
		MONTHLY CELL - PARKS	CORPORATE / PARKS ADMINISTRATION	98.92
		MONTHLY CELL - KZ/CAMPS	RECREATION / B/A SCHOOL PROGRAMS- KID ZONE	50.86
			CHECK TOTAL	153.28
81462	YOUNG REMBRANDTS INC	YOUNG REMB 02 - W 25	RECREATION / YOUTH	300.00
			CHECK TOTAL	300.00
			WARRANT TOTAL	137,628.71

DATE: 03/11/25  
TIME: 15:43:36  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

PAGE: 1

CONSTRUCTION  
PAID

FROM CHECK # 116353 TO CHECK # 116365

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
116353	LITE CONSTRUCTION, INC.	STONE CREEK MG BUILDING RENO	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	74,924.44
			CHECK TOTAL	74,924.44
116354	LAW OFFICES OF ANCEL GLINK	MISC LEGAL MATTERS - JANUARY	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST	768.75
			CHECK TOTAL	768.75
116355	AQUASHIELD PRODUCTS LLC	POOL PLAYGROUND SLIDE PAD	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	5,153.25
			CHECK TOTAL	5,153.25
116356	BIRDAIR INC	SHADE STRUCTURE REPAIR DEPOSIT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	14,450.00
			CHECK TOTAL	14,450.00
116357	CHASE CARD SERVICES	TABLE FOR FLEX FITNESS	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	67.13
		CC SWIPER SPRC - BRADBURN	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	510.62
		SPRC PAINT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	439.48
			CHECK TOTAL	1,017.23
116358	D & J LANDSCAPE INC.	WELLINGTON PARK PAY APP 1	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	125,274.46
			CHECK TOTAL	125,274.46
116359	DOOR SYSTEMS INC.	PECK SHOP GARAGE DOOR REPAIR	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	683.25
			CHECK TOTAL	683.25
116360	FGM ARCHITECTS INC	KIDZ KORRAL RENOVATION	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST	2,772.50
			CHECK TOTAL	2,772.50
116361	GLOBAL INDUSTRIAL	PEDESTAL DRINKING FOUNTAIN	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	5,399.00
			CHECK TOTAL	5,399.00
116362	INTERIORS FOR BUSINESS INC	FLEX FIT DOOR SYSTEM FINAL PMT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	7,163.55
			CHECK TOTAL	7,163.55
116363	MENARDS	SCC SPACE HEATERS	CONSTRUCTION / CAPITAL IMPROV. / EMERGENCY REPA	37.98
		SCC SPACE HEATERS	CONSTRUCTION / CAPITAL IMPROV. / EMERGENCY REPA	479.93
		SEALANT FOR WOODEN SIGN	CONSTRUCTION / CAPITAL IMPROV. / PARKS/PLAYGROU	38.78
			CHECK TOTAL	556.69
116364	MENDEL PLUMBING & HEATING INC	RTU BLOWER, LIMIT SWITCH RPR	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	2,573.00
			CHECK TOTAL	2,573.00

DATE: 03/11/25  
TIME: 15:44:02  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

FROM CHECK # 116353 TO CHECK # 116365

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
116365	POST CONCRETE REPAIR	MAIN POOL FLOOR JOINT DEPOSIT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	4,520.00
		MAIN POOL GUTTER JOINT DEPOSIT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	4,500.00
		LAP POOL REPAIRS DEPOSIT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	9,800.00
			CHECK TOTAL	18,820.00
			WARRANT TOTAL	259,556.12



DATE: 03/13/25  
TIME: 08:26:26  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

CONSTRUCTION  
UNPAID

PAGE: 1

FROM CHECK # 116366 TO CHECK # 116377

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
116366	LAW OFFICES OF ANCEL GLINK	MISC LEGAL MATTERS - FEB	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST	420.00
			CHECK TOTAL	420.00
116367	BLACK LINE NAPERVILLE LLC	CB LAPTOP, ANNUAL COMP REPLACE	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	1,809.16
		BATTERY BACKUP SURGE PROTECTOR	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	71.75
		SCC & SPRC SITE VISITS, UPS	CONSTRUCTION / CAPITAL IMPROV. / OPERATING EQUI	125.00
			CHECK TOTAL	2,005.91
116368	FEDEX	2025 LIMITED BOND ISSUE FEDEX	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST	37.25
			CHECK TOTAL	37.25
116369	HELM SERVICE/HELM MECHANICAL	BUTTERFLY VALVE REPLACEMENT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	13,222.00
			CHECK TOTAL	13,222.00
116370	ILLINOIS PUMP INC	FILTRATION MOTOR AND PUMP RPR	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	9,106.39
			CHECK TOTAL	9,106.39
116371	LIFE FITNESS CORP	FITNESS EQUIPMENT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	3,783.30
		FITNESS EQUIPMENT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	17,868.60
		FITNESS EQUIPMENT	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	563.00
			CHECK TOTAL	22,214.90
116372	MENARDS	WHEELER SHOP REPAIRS	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	130.90
		WHEELER SHOP REPAIRS	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	64.01
		SHOP REPAIRS RETURN	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	-23.96
		WHEELER PAINTING	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	21.06
		WHEELER SHOP REPAIRS	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	22.54
		WHEELER SHOP REPAIRS	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	117.94
		WHEELER SHOP REPAIRS	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	95.00
			CHECK TOTAL	427.49
116373	MILLER, CANFIELD,PADDOCK	LIMITED TAX BONDS SERIES 2025	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST	5,000.00
			CHECK TOTAL	5,000.00
116374	NORTH AMERICAN CORP	FLEX FITNESS CARPET RUNNERS	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	655.00
			CHECK TOTAL	655.00
116375	SEGAL CONSULTING INC.	OPEB-GASB STMT 75	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST	2,500.00
			CHECK TOTAL	2,500.00

DATE: 03/13/25  
TIME: 08:26:48  
ID: AP490000

GENEVA PARK DISTRICT  
WARRANT NUMBER 031425

FROM CHECK # 116366 TO CHECK # 116377

CHECK #	VENDOR NAME	TRANSACTION DESCRIPTION	FUND / DEPARTMENT CHARGED	AMOUNT
116376	SOUND DESIGN	FLEX FIT SPEAKER INSTALL	CONSTRUCTION / CAPITAL IMPROV. / BUILDINGS & IM	4,718.99
			CHECK TOTAL	4,718.99
116377	SPEER FINANCIAL	LIMITED TAX BONDS SERIES 2025	CONSTRUCTION / CAPITAL IMPROV. / PLANNING/CONST	7,000.00
			CHECK TOTAL	7,000.00
			WARRANT TOTAL	67,307.93

**Geneva Park District Board Meeting**  
Superintendent of Finance and Personnel Report  
Submitted by Christy Powell  
March 17, 2025

**Monthly Reports**

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

GENEVA PARK DISTRICT  
INVESTMENTS  
February 28, 2025

Blended Rate      3.55%

**General Account**

Checking Account	Harris Bank Checking	\$	505,855.88	0.00%	CBA 78bps	S2014 ARB	6/15/25	\$	12,395
MM Acct.	Harris Bank Money Market	\$	3,505,652.16	2.12%		Ltd B&I 2025	12/15/25	\$	989,688
		\$	<b>4,011,508.04</b>						
Upcoming Bond Payments:									
Total								\$	1,002,083

CD	3 mos	Zions Bank	\$	200,000.00	4.30%	03/18/25
CD	6 mos	Wings Financial Credit Union	\$	100,000.00	4.50%	06/05/25
CD	12 mos	Oregon Community	\$	100,000.00	5.05%	07/28/25
CD	12 mos	Beacon Cr Union	\$	100,000.00	4.65%	08/22/25
CD	12 mos	Keypoint Credit Union	\$	100,000.00	4.35%	10/30/25
CD	12 mos	Liberty Savings Bank	\$	100,000.00	4.40%	11/07/25
CD	12 mos	State Bank of Geneva	\$	28,349.38	4.25%	12/09/25
CD	12 mos	Kemba Financial CU	\$	100,000.00	4.35%	12/18/25
CD	12 mos	JP Morgan	\$	100,000.00	4.40%	01/16/26
IPDLAF		IPDLAF	\$	11,696.76	4.21%	
IMET		Convenience Fund		6,225,140.59	4.25%	
IMET		1-3 Year Fund		-	0.00%	
		TOTAL	\$	<b>7,165,186.73</b>		
		<b>Grand Total General</b>	\$	<b>11,176,694.77</b>		

**Construction Account**

Harris Checking		Harris Bank Checking	\$	348,026.99	0.00%	CBA 78bps
Harris MM		Harris Money Market	\$	1,063,994.29	2.12%	
			\$	<b>1,412,021.28</b>		
GPD Bonds		S2025 Limited Bonds	\$	1,903,535.00	4.18%	12/15/25
CD	12 mos	State Bank of Geneva	\$	61,841.49	4.25%	12/09/25
IPDLAF		IPDLAF	\$	4,927.40	4.21%	
IMET		Convenience Fund		4,933,474.29	4.25%	
IMET		1-3 Year Fund		-	0.00%	
		SUBTOTAL	\$	<b>6,903,778.18</b>		
		<b>Grand Total Construction</b>	\$	<b>8,315,799.46</b>		

**GPD/GSD304 Western Ave. Gym**

CD	11 mo	U.S. Bank	\$	152,281.56	3.50%	08/14/25
		<b>GPD Portion of CD</b>	\$	<b>76,140.78</b>		

**GPD/GSD304 Harrison St. Gym**

CD	11 mo	U.S. Bank	\$	98,169.14	3.50%	08/14/25
		<b>GPD Portion of CD</b>	\$	<b>49,084.57</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 February 28, 2025**

**Monthly % of Annual Budget**

**83%**

	February Actual	YTD Actual	Annual Budget	% of Budget	
<b>GENERAL FUND REVENUES</b>					
Real Estate Taxes	\$ -	\$ 4,931,919	\$ 4,715,000	105%	(a)
Replacement Taxes	-	66,611	100,000	67%	
Investment Income	18,484	197,909	100,000	198%	
Reimbursements	5,994	29,928	10,000	299%	
Rentals & Leases	1,250	4,950	5,000	99%	
Peck Farm Receipts	2,437	36,750	41,500	89%	
Camp Coyote- Peck Farm Camp	-	83,180	69,000	121%	(b)
Camp Adventure - Peck Farm Camp	-	29,795	30,000	99%	(b)
Birthday Parties- Peck Farm	755	5,840	4,500	130%	
Learn from the Experts- Peck Farm	-	13,426	15,000	90%	
Peck Farm General Programs	1,147	19,690	20,000	98%	
Community Garden	-	6,478	6,200	104%	
Peck Farm School/Scout Groups	231	5,132	6,000	86%	
<b>Total Revenues</b>	<b>\$ 30,299</b>	<b>\$ 5,431,606</b>	<b>\$ 5,122,200</b>	<b>106%</b>	
<b>GENERAL FUND EXPENDITURES</b>					
Administration	\$ 150,357	\$ 2,480,312	\$ 4,896,350	51%	
Peck Farm	8,794	113,436	134,250	84%	
Camp Coyote- Peck Farm Camp	-	48,056	40,000	120%	
Camp Adventure- Peck Farm Camp	1,274	18,983	20,750	91%	
Birthday Parties- Peck Farm	14	529	1,250	42%	
Learn from the Experts- Peck Farm	-	1,941	11,400	17%	
Peck Farm General Programs	12	5,545	5,000	111%	
Community Garden	147	5,288	5,100	104%	
Peck Farm School/Scout Groups	-	177	400	44%	
Moore Spray Park	101	8,452	7,700	110%	
<b>Total Expenditures</b>	<b>\$ 160,699</b>	<b>\$ 2,682,718</b>	<b>\$ 5,122,200</b>	<b>52%</b>	
<b>Total General Fund Net Surplus (Deficit)</b>	<b>\$ (130,400)</b>	<b>\$ 2,748,887</b>	<b>\$ -</b>	<b>n/a</b>	

**Geneva Park District  
Revenue and Expenditure Report  
For February 28, 2025**

**Monthly % of Annual Budget**

**83%**

	February Actual	YTD Actual	Annual Budget	% of Budget	
<b>RECREATION FUND REVENUES</b>					
Real Estate Taxes	\$ -	\$ 1,991,948	\$ 1,935,185	103%	(a)
Replacement Taxes	-	66,611	100,000	67%	
Investment Income	18,484	196,049	100,000	196%	
Public Information- Advertising & Sponsorships	-	21,760	17,000	128%	
Community Center Rentals	1,295	16,445	9,500	173%	
General Recreation	2,043	212,005	205,550	103%	
Playhouse 38	5,027	75,263	65,500	115%	
Preschool/ Toddler	48,713	387,498	452,000	86%	(c)
Active Older Adults	1,208	33,097	28,000	118%	
Dance	1,846	148,981	134,000	111%	
Camps	-	532,132	406,500	131%	(b)
Contracted & Co-op	27	19,133	17,200	111%	
Special Events	18,238	87,456	88,500	99%	
Tennis	-	12,957	20,000	65%	
Tumbling/ Gymnastics/Cheerleading	8,777	135,663	189,700	72%	
Baseball/ Softball	2,785	86,476	131,000	66%	
General Athletics	9,378	303,781	338,100	90%	
Sunset Racquetball & Fitness	22,185	209,969	179,800	117%	
Pool	-	745,296	740,700	101%	(d)
Mini Golf	-	123,219	114,500	108%	
After School Programs	152,083	1,011,930	1,045,000	97%	(e)
Scholarships	-	-	7,000	0%	(f)
SPRC	63,779	622,941	595,750	105%	
<b>Total Revenues</b>	<b>\$ 355,870</b>	<b>\$ 7,040,607</b>	<b>\$ 6,920,485</b>	<b>102%</b>	
<b>RECREATION FUND EXPENDITURES</b>					
Administration	\$ 123,566	\$ 1,877,027	\$ 2,992,125	63%	
Public Information	25,458	110,662	113,300	98%	
Community Center Rentals	390	3,857	1,500	257%	
General Recreation	10,766	110,758	116,675	95%	
Playhouse 38	4,137	52,275	58,550	89%	
Preschool/ Toddler	26,588	291,484	380,250	77%	
Active Older Adults	2,143	25,246	19,500	129%	
Dance	5,343	45,742	64,100	71%	
Camps	5,041	366,247	318,050	115%	
Contracted & Co-op	2,845	10,555	13,400	79%	
Special Events	16,937	50,746	62,025	82%	
Tennis	-	7,762	13,000	60%	
Tumbling/ Gymnastics/Cheerleading	13,411	89,949	125,950	71%	
Baseball/ Softball	90	30,644	60,750	50%	
General Athletics	14,007	175,660	229,650	76%	
Gymnasiums	-	10,606	52,000	20%	
Sunset Racquetball & Fitness	10,261	131,047	151,660	86%	
Pool	2,856	789,391	721,575	109%	
Mini Golf	156	52,031	51,875	100%	
After School Programs	76,314	550,407	874,050	63%	
Scholarships	(15)	9,420	7,000	135%	(f)
SPRC	43,115	375,815	493,500	76%	
<b>Total Expenditures</b>	<b>\$ 383,409</b>	<b>\$ 5,167,331</b>	<b>\$ 6,920,485</b>	<b>75%</b>	
<b>Total Recreation Fund Net Surplus (Deficit)</b>	<b>\$ (27,539)</b>	<b>\$ 1,873,277</b>	<b>\$ -</b>	<b>n/a</b>	

Geneva Park District  
Revenue and Expenditure Report  
For February 28, 2025

Monthly % of Annual Budget

83%

	February Actual	YTD Actual	Annual Budget	% of Budget	
<b>LIABILITY FUND REVENUES</b>					
Real Estate Taxes	\$ -	\$ 118,267	\$ 116,000	102%	(a)
Replacement Taxes	-	3,331	5,000	67%	
Investment Income	21	208	250	83%	
PDRMA Reimbursements	-	1,500	1,500	100%	
Transfers	-	-	77,250	0%	
<b>Total Revenues</b>	<b>\$ 21</b>	<b>\$ 123,306</b>	<b>\$ 200,000</b>	<b>62%</b>	
<b>LIABILITY FUND EXPENDITURES</b>					
Liability Insurance	\$ -	\$ 129,835	\$ 175,000	74%	(g)
State Unemployment	-	(443)	25,000	-2%	
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 129,392</b>	<b>\$ 200,000</b>	<b>65%</b>	
<b>Total Liability Fund Net Surplus (Deficit)</b>	<b>\$ 21</b>	<b>\$ (6,086)</b>	<b>\$ -</b>	<b>n/a</b>	

<b>IMRF FUND REVENUES</b>					
Real Estate Taxes	\$ -	\$ 51,394	\$ 50,000	103%	(a)
Replacement Taxes	-	11,990	18,000	67%	
Investment Income	125	1,250	1,500	83%	
Transfer from Recreation Programs & Fund Balance	-	-	105,500	0%	
<b>Total Revenues</b>	<b>\$ 125</b>	<b>\$ 64,634</b>	<b>\$ 175,000</b>	<b>37%</b>	
<b>IMRF FUND EXPENDITURES</b>					
IMRF Expense	\$ 14,583	\$ 118,316	\$ 175,000	68%	
<b>Total Expenditures</b>	<b>\$ 14,583</b>	<b>\$ 118,316</b>	<b>\$ 175,000</b>	<b>68%</b>	
<b>Total IMRF Fund Net Surplus (Deficit)</b>	<b>\$ (14,458)</b>	<b>\$ (53,682)</b>	<b>\$ -</b>	<b>n/a</b>	

<b>AUDIT FUND REVENUES</b>					
Real Estate Taxes	\$ -	\$ 3,390	\$ 3,000	113%	(a)
Replacement Taxes	\$ -	1,998	3,000	67%	
Transfer from Fund Balance	-	-	7,450	n/a	
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 5,388</b>	<b>\$ 13,450</b>	<b>40%</b>	
<b>AUDIT FUND EXPENDITURES</b>					
Audit Expense	\$ -	\$ 13,450	\$ 13,450	100%	
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 13,450</b>	<b>\$ 13,450</b>	<b>100%</b>	
<b>Total Audit Fund Net Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ (8,062)</b>	<b>\$ -</b>	<b>n/a</b>	

<b>SOCIAL SECURITY FUND REVENUES</b>					
Real Estate Taxes	\$ -	\$ 387,734	\$ 374,500	104%	(a)
Replacement Taxes	-	8,659	13,000	67%	
Investment Income	208	2,083	2,500	83%	
Transfer from Recreation Programs	-	-	-	0%	
Transfer from Fund Balance	-	-	20,000	0%	
<b>Total Revenues</b>	<b>\$ 208</b>	<b>\$ 398,477</b>	<b>\$ 410,000</b>	<b>97%</b>	
<b>SOCIAL SECURITY FUND EXPENDITURES</b>					
FICA/ Medicare	\$ 26,636	\$ 351,554	\$ 410,000	86%	
<b>Total Expenditures</b>	<b>\$ 26,636</b>	<b>\$ 351,554</b>	<b>\$ 410,000</b>	<b>86%</b>	
<b>Total Social Security Fund Net Surplus (Deficit)</b>	<b>\$ (26,428)</b>	<b>\$ 46,923</b>	<b>\$ -</b>	<b>n/a</b>	

Geneva Park District  
Revenue and Expenditure Report  
For February 28, 2025

Monthly % of Annual Budget

83%

	February Actual	YTD Actual	Annual Budget	% of Budget
<b>FVSRA FUND REVENUES</b>				
Real Estate Taxes	\$ -	\$ 423,657	\$ 420,000	101%
Transfer from Fund Balance	-	-	500,000	0% (a)
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 423,657</b>	<b>\$ 920,000</b>	<b>46%</b>
<b>FVSRA FUND EXPENDITURES</b>				
Contractual Services	\$ 7,960	\$ 83,703	\$ 60,000	140%
ADA Structural Improvements	-	1,253	580,682	0%
FVSRA- Program Payments	-	279,318	279,318	100% (h)
<b>Total Expenditures</b>	<b>\$ 7,960</b>	<b>\$ 364,274</b>	<b>\$ 920,000</b>	<b>40%</b>
<b>Total FVSRA Fund Net Surplus (Deficit)</b>	<b>\$ (7,960)</b>	<b>\$ 59,383</b>	<b>\$ -</b>	<b>n/a</b>

<b>BOND &amp; INTEREST FUND REVENUES</b>				
Real Estate Taxes	\$ -	\$ 961,387	\$ 957,145	100% (a)
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ 961,387</b>	<b>\$ 957,145</b>	<b>100%</b>
<b>BOND &amp; INTEREST FUND EXPENDITURES</b>				
Bond Payments	\$ -	\$ 957,145	\$ 957,145	100% (i)
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 957,145</b>	<b>\$ 957,145</b>	<b>100%</b>
<b>Total Bond &amp; Interest Fund Net Surplus (Deficit)</b>	<b>\$ -</b>	<b>\$ 4,242</b>	<b>\$ -</b>	<b>n/a</b>

<b>CONSTRUCTION FUND REVENUES</b>				
Reimbursements	\$ 27	\$ 14,277	\$ 75,000	19%
Bond Issue	1,903,535	1,903,535	1,811,917	0%
Farming Revenue	-	1,400	1,000	140%
Grant Revenue	-	-	600,000	0%
Donations	-	-	10,000	0%
Land Cash Revenue	-	134,925	185,000	73%
Investment Income	19,447	292,473	100,000	292%
Audit Transfer	-	-	1,900,000	0%
<b>Total Revenues</b>	<b>\$ 1,923,009</b>	<b>\$ 2,346,610</b>	<b>\$ 4,682,917</b>	<b>50%</b>
<b>CONSTRUCTION FUND EXPENDITURES</b>				
Planning/ Architect/ Engineering	\$ 3,541	\$ 175,241	\$ 247,000	71%
Buildings & Improvements	133,000	725,406	2,622,000	28%
Parks/ Playground Improvements/ Acquisitions	212,851	3,130,634	2,724,000	115%
Landscaping & Groundskeeping	-	16,428	91,500	18%
Operating Equipment & Vehicles	203,734	245,847	398,204	62%
Recreation Equipment/ Repairs	-	-	3,000	0%
Emergency Repairs/ Replacements	2,727	100,036	712,417	14%
<b>Total Expenditures</b>	<b>\$ 555,853</b>	<b>\$ 4,393,592</b>	<b>\$ 6,798,121</b>	<b>65%</b>
<b>Total Construction Fund Net Surplus (Deficit)</b>	<b>\$ 1,367,156</b>	<b>\$ (2,046,982)</b>	<b>\$ (2,115,204)</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 February 28, 2025**

**Monthly % of Annual Budget                      83%**

	February Actual	YTD Actual	Annual Budget	% of Budget
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(i) Bond payments are made in the months of June and December.

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GENEVA PARK DISTRICT

DETAILED REVENUE & EXPENSE REPORT

MONTH ACTUAL W/FYTD AND FY BUDGET W/\$ REMAINING

PAGE: 1

F-YR: 25

FUND: RECREATION

FOR 10 PERIODS ENDING FEBRUARY 28, 2025

ACCOUNT NUMBER	DESCRIPTION	FEBRUARY ACTUAL	FISCAL YEAR-TO-DATE ACTUAL	FISCAL YEAR BUDGET	\$ REMAINING
PLAYHOUSE 38					
REVENUES					
RECEIPTS					
02-2313-4-0000-11	PROGRAM FEES	1,196.00	41,852.67	35,000.00	(6,852.67)
02-2313-4-0000-23	TICKET SALES	3,685.00	27,124.49	26,000.00	(1,124.49)
02-2313-4-0000-39	SPONSORSHIP / ADVERTISING FEES	100.00	690.00	500.00	(190.00)
02-2313-4-0000-77	CONCESSIONS	46.00	5,595.41	4,000.00	(1,595.41)
TOTAL RECEIPTS		5,027.00	75,262.57	65,500.00	(9,762.57)
EXPENSES					
SALARIES & WAGES					
02-2313-5-0000-10	SALARIES & WAGES	657.75	14,719.25	18,000.00	3,280.75
TOTAL SALARIES & WAGES		657.75	14,719.25	18,000.00	3,280.75
CONTRACTUAL SERVICES					
02-2313-6-0000-05	WATER & SEWER	0.00	0.00	0.00	0.00
02-2313-6-0000-06	NATURAL GAS	196.46	619.22	850.00	230.78
02-2313-6-0000-07	ELECTRIC	91.46	1,382.00	1,500.00	118.00
02-2313-6-0000-09	ADVERTISING & PRINTING	0.00	100.00	100.00	0.00
02-2313-6-0000-11	PROFESSIONAL SERVICES	213.85	5,143.25	7,000.00	1,856.75
02-2313-6-0000-12	RENTAL FEES	2,200.00	24,200.00	25,500.00	1,300.00
TOTAL CONTRACTUAL SERVICES		2,701.77	31,444.47	34,950.00	3,505.53
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	100.00	100.00
02-2313-7-0000-25	PROGRAM OPERATING SUPPLIES	257.26	2,883.72	3,500.00	616.28
02-2313-7-0000-28	CONCESSION SUPPLIES	520.22	3,227.26	2,000.00	(1,227.26)
TOTAL COMMODITIES		777.48	6,110.98	5,600.00	(510.98)
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 EXPENSES: PLAYHOUSE 38		4,137.00	52,274.70	58,550.00	6,275.30
DEPT. SUMMARY:					
TOTAL REVENUE		5,027.00	75,262.57	65,500.00	(9,762.57)
TOTAL EXPENSE		4,137.00	52,274.70	58,550.00	6,275.30
NET SURPLUS (DEFICIT)		890.00	22,987.87	6,950.00	(16,037.87)
TOTAL FUND REVENUES		5,027.00	75,262.57	65,500.00	(9,762.57)
TOTAL FUND EXPENSES		4,137.00	52,274.70	58,550.00	6,275.30
FUND SURPLUS (DEFICIT)		890.00	22,987.87	6,950.00	(16,037.87)

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GENEVA PARK DISTRICT  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 1  
F-YR: 25

FUND: CORPORATE  
FOR 10 PERIODS ENDING 28, 2025

ACCOUNT NUMBER	DESCRIPTION	FEBRUARY ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
-----					
PARKS ADMINISTRATION					
REVENUES					
	RECEIPTS	30,298	5,431,605	4,268,499	(1,163,105)
EXPENSES					
	SALARIES / WAGES	131,928	1,587,981	1,613,416	25,435
	CONTRACTUAL SERVICES	15,948	394,237	504,916	110,679
	COMMODITIES	7,129	93,752	123,249	29,496
	MAINTENANCE / CAPITAL INVEST.	5,692	606,747	693,583	86,836
	TRANSFERS	0	0	1,333,333	0
TOTAL EXPENSES: PARKS ADMINISTRATION		160,698	2,682,718	4,268,499	1,585,780
NET SURPLUS (DEFICIT)		(130,400)	2,748,887	0	(2,748,886)
TOTAL FUND REVENUES		30,298	5,431,605	4,268,499	(1,163,105)
TOTAL FUND EXPENSES		160,698	2,682,718	4,268,499	1,585,780
SURPLUS (DEFICIT)		(130,400)	2,748,887	0	(2,748,886)

FUND: CORPORATE

ADMINISTRATIVE/OPERATIONS

REVENUES					
	RECEIPTS	18,484	2,276,368	1,793,487	(482,880)
	RECEIPTS	18,484	2,276,368	1,793,487	(482,880)
EXPENSES					
	SALARIES / WAGES	77,944	824,983	760,333	(64,650)
	CONTRACTUAL SERVICES	48,489	680,927	720,749	39,822
	COMMODITIES	94	16,979	18,416	1,437
	MAINTENANCE / CAPITAL INVEST.	22,494	464,799	588,354	123,554
	TRANSFERS	0	0	500,000	0
TOTAL EXPENSES: ADMINISTRATIVE/OPERATIONS		149,023	1,987,689	2,587,853	600,164
NET SURPLUS (DEFICIT)		(130,539)	288,678	(794,366)	(1,083,044)

COMMUNITY CENTER RENTALS

REVENUES					
	RECEIPTS	1,295	16,445	7,916	(8,528)
	RECEIPTS	1,295	16,445	7,916	(8,528)
EXPENSES					
	SALARIES / WAGES	389	3,856	1,250	(2,606)
	CONTRACTUAL SERVICES	0	0	0	0
TOTAL EXPENSES: COMMUNITY CENTER RENTALS		389	3,856	1,250	(2,606)

FUND: CORPORATE					
FOR 10 PERIODS ENDING					
28, 2025					
ACCOUNT		FEBRUARY	FISCAL	FISCAL	\$
NUMBER	DESCRIPTION	ACTUAL	YEAR-TO-DATE	YEAR	REMAINING
			ACUAL	BUDGET	
<hr/>					
NET SURPLUS (DEFICIT)		905	12,588	6,666	(5,921)
GENERAL RECREATION					
REVENUES					
	RECEIPTS	7,070	287,267	225,874	(61,392)
	RECEIPTS	7,070	287,267	225,874	(61,392)
EXPENSES					
	SALARIES / WAGES	5,588	66,733	67,874	1,141
	CONTRACTUAL SERVICES	8,520	88,190	70,604	(17,586)
	COMMODITIES	794	8,108	7,541	(566)
	MAINTENANCE / CAPITAL INVEST.	0	0	0	0
TOTAL EXPENSES: GENERAL RECREATION		14,903	163,032	146,020	(17,011)
<hr/>					
NET SURPLUS (DEFICIT)		(7,833)	124,235	79,854	(44,380)
PRESCHOOL					
REVENUES					
	RECEIPTS	48,713	387,497	376,666	(10,831)
	RECEIPTS	48,713	387,497	376,666	(10,831)
EXPENSES					
	SALARIES / WAGES	23,589	251,071	274,999	23,927
	CONTRACTUAL SERVICES	2,440	33,086	32,999	(86)
	COMMODITIES	377	4,731	6,291	1,560
	MAINTENANCE / CAPITAL INVEST.	181	2,594	2,583	(10)
TOTAL EXPENSES: PRESCHOOL		26,588	291,483	316,874	25,391
<hr/>					
NET SURPLUS (DEFICIT)		22,125	96,014	59,791	(36,222)
ACTIVE OLDER ADULTS					
REVENUES					
	RECEIPTS	1,208	33,097	23,333	(9,763)
	RECEIPTS	1,208	33,097	23,333	(9,763)
EXPENSES					
	SALARIES / WAGES	375	3,328	4,166	837
	CONTRACTUAL SERVICES	1,768	21,916	12,083	(9,833)
	COMMODITIES	0	0	0	0
TOTAL EXPENSES: ACTIVE OLDER ADULTS		2,143	25,245	16,249	(8,995)
<hr/>					
NET SURPLUS (DEFICIT)		(935)	7,851	7,083	(768)
DANCE					
REVENUES					

FUND: CORPORATE		28, 2025			
FOR 10 PERIODS ENDING					
ACCOUNT NUMBER	DESCRIPTION	FEBRUARY ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
-----					
DANCE					
	RECEIPTS	1,845	148,980	111,666	(37,314)
	RECEIPTS	1,845	148,980	111,666	(37,314)
	EXPENSES				
	SALARIES / WAGES	2,728	23,798	26,166	2,368
	CONTRACTUAL SERVICES	1,601	5,922	7,666	1,744
	COMMODITIES	1,013	16,021	19,583	3,561
	TOTAL EXPENSES: DANCE	5,342	45,742	53,416	7,674
	NET SURPLUS (DEFICIT)	(3,497)	103,238	58,250	(44,988)
CAMPS					
	REVENUES				
	RECEIPTS	0	532,131	338,749	(193,381)
	RECEIPTS	0	532,131	338,749	(193,381)
	EXPENSES				
	SALARIES / WAGES	0	288,291	215,416	(72,875)
	CONTRACTUAL SERVICES	1,401	65,153	38,499	(26,653)
	COMMODITIES	3,640	12,801	11,124	(1,676)
	TOTAL EXPENSES: CAMPS	5,041	366,247	265,041	(101,205)
	NET SURPLUS (DEFICIT)	(5,041)	165,884	73,708	(92,176)
CONTRACTED					
	REVENUES				
	RECEIPTS	(269)	10,340	10,166	(174)
	RECEIPTS	(269)	10,340	10,166	(174)
	EXPENSES				
	CONTRACTUAL SERVICES	0	3,808	7,249	3,441
	TOTAL EXPENSES: CONTRACTED	0	3,808	7,249	3,441
	NET SURPLUS (DEFICIT)	(269)	6,532	2,916	(3,616)
CO-OPS					
	REVENUES				
	RECEIPTS	297	8,792	4,166	(4,625)
	RECEIPTS	297	8,792	4,166	(4,625)
	EXPENSES				

FUND: CORPORATE					
FOR 10 PERIODS ENDING		28,	2025		
ACCOUNT NUMBER	DESCRIPTION	FEBRUARY ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
-----					
CO-OPS					
	CONTRACTUAL SERVICES	2,844	6,746	3,916	(2,829
	TOTAL EXPENSES: CO-OPS	2,844	6,746	3,916	(2,829
	NET SURPLUS (DEFICIT)	(2,547)	2,045	250	(1,795
SPECIAL EVENTS					
REVENUES					
	RECEIPTS	18,238	87,456	73,749	(13,706
	RECEIPTS	18,238	87,456	73,749	(13,706
	SALARIES / WAGES	106	355	916	561
	CONTRACTUAL SERVICES	4,481	19,318	19,166	(151
	COMMODITIES	12,349	31,072	30,604	(468
	--- UNDEFINED CLASS ---	0	0	1,000	0
	NET SURPLUS (DEFICIT)	1,300	36,710	22,062	(14,647
TENNIS					
REVENUES					
	RECEIPTS	0	12,957	16,666	3,709
	RECEIPTS	0	12,957	16,666	3,709
EXPENSES					
	SALARIES / WAGES	0	0	0	0
	CONTRACTUAL SERVICES	0	7,761	10,833	3,071
	TOTAL EXPENSES: TENNIS	0	7,761	10,833	3,071
	NET SURPLUS (DEFICIT)	0	5,195	5,833	637
GYMNASTICS/TUMBLING					
REVENUES					
	RECEIPTS	8,777	135,663	158,083	22,419
	RECEIPTS	8,777	135,663	158,083	22,419
EXPENSES					
	SALARIES / WAGES	7,322	82,712	81,249	(1,462
	CONTRACTUAL SERVICES	1,224	1,321	17,499	16,178
	COMMODITIES	4,864	5,915	5,791	(123
	MAINTENANCE / CAPITAL INVEST.	0	0	416	0
	TOTAL EXPENSES: GYMNASTICS/TUMBLING	13,410	89,949	104,958	15,008
	NET SURPLUS (DEFICIT)	(4,633)	45,713	53,125	7,411
BASEBALL & SOFTBALL					
REVENUES					

		FUND: CORPORATE FOR 10 PERIODS ENDING 28, 2025			
ACCOUNT NUMBER	DESCRIPTION	FEBRUARY ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
-----					
BASEBALL & SOFTBALL					
	RECEIPTS	2,785	86,475	84,166	(2,308)
	RECEIPTS	2,785	86,475	84,166	(2,308)
	EXPENSES				
	SALARIES / WAGES	0	5,620	6,666	1,046
	CONTRACTUAL SERVICES	89	9,380	9,166	(214)
	COMMODITIES	0	15,643	19,791	4,148
	EQUIPMENT REPAIR	0	0	0	0
	TOTAL EXPENSES: BASEBALL & SOFTBALL	89	30,644	35,624	4,980
	NET SURPLUS (DEFICIT)	2,695	55,831	48,541	(7,289)
GENERAL ATHLETICS					
	REVENUES				
	RECEIPTS	9,378	303,780	306,749	2,969
	RECEIPTS	9,378	303,780	306,749	2,969
	EXPENSES				
	SALARIES / WAGES	9,604	35,165	47,374	12,209
	CONTRACTUAL SERVICES	3,781	134,413	152,791	18,377
	COMMODITIES	621	6,080	6,208	127
	TOTAL EXPENSES: GENERAL ATHLETICS	14,007	175,659	206,374	30,714
	NET SURPLUS (DEFICIT)	(4,629)	128,120	100,375	(27,745)
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	0	10,606	23,750	13,143
	CONTRACTUAL SERVICES	0	0	19,583	0
	TOTAL EXPENSES: GYMNASIUMS	0	10,606	43,333	32,726
	NET SURPLUS (DEFICIT)	0	(10,606)	(43,333)	(32,726)
FITNESS CENTER					
	REVENUES				

DATE: 03/12/2025  
TIME: 16:58:02  
ID: GL480000

GENEVA PARK DISTRICT  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 6  
F-YR: 25

FUND: CORPORATE  
FOR 10 PERIODS ENDING 28, 2025

ACCOUNT NUMBER	DESCRIPTION	FEBRUARY ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
-----					
FITNESS CENTER					
	RECEIPTS	22,185	209,968	149,833	(60,135)
	RECEIPTS	22,185	209,968	149,833	(60,135)
EXPENSES					
	SALARIES / WAGES	6,543	92,574	82,749	(9,824)
	CONTRACTUAL SERVICES	2,682	24,685	28,762	4,076
	COMMODITIES	797	7,837	8,620	782
	MAINTENANCE / CAPITAL INVEST.	237	5,948	6,249	301
	TOTAL EXPENSES: FITNESS CENTER	10,260	131,046	126,383	(4,663)
NET SURPLUS (DEFICIT)		11,924	78,921	23,449	(55,471)
-----					
POOL					
REVENUES					
	RECEIPTS	0	745,295	617,249	(128,045)
	RECEIPTS	0	745,295	617,249	(128,045)
EXPENSES					
	SALARIES / WAGES	38	579,278	435,124	(144,153)
	CONTRACTUAL SERVICES	2,658	88,212	85,666	(2,546)
	COMMODITIES	119	109,860	71,812	(38,048)
	MAINTENANCE / CAPITAL INVEST.	39	12,039	8,708	(3,331)
	TOTAL EXPENSES: POOL	2,856	789,391	601,312	(188,079)
NET SURPLUS (DEFICIT)		(2,856)	(44,095)	15,937	60,033
-----					
MINI GOLF					
REVENUES					
	RECEIPTS	0	123,218	95,416	(27,801)
	RECEIPTS	0	123,218	95,416	(27,801)
EXPENSES					
	SALARIES / WAGES	0	40,719	33,666	(7,052)
	CONTRACTUAL SERVICES	156	3,524	2,979	(544)
	COMMODITIES	0	7,453	6,291	(1,162)
	MAINTENANCE / CAPITAL INVEST.	0	334	291	(42)
	TOTAL EXPENSES: MINI GOLF	156	52,031	43,229	(8,802)
NET SURPLUS (DEFICIT)		(156)	71,187	52,187	(18,999)
-----					
AFTER SCHOOL PROGRAMS					
REVENUES					



DATE: 03/12/2025  
TIME: 16:58:02  
ID: GL480000

GENEVA PARK DISTRICT  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 7  
F-YR: 25

FUND: CORPORATE  
FOR 10 PERIODS ENDING 28, 2025

ACCOUNT NUMBER	DESCRIPTION	FEBRUARY ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
AFTER SCHOOL PROGRAMS					
RECEIPTS		152,083	1,011,930	876,666	(135,263)
RECEIPTS		152,083	1,011,930	876,666	(135,263)
EXPENSES					
SALARIES/WAGES		57,207	410,058	412,916	2,857
CONTRACTUAL SERVICES		17,783	127,558	289,624	162,066
COMMODITIES		1,031	10,974	23,416	12,442
MAINTENANCE/CAPITAL INVESTMTS		276	11,235	8,249	(2,985)
TOTAL EXPENSES: AFTER SCHOOL PROGRAMS		76,298	559,826	734,208	174,381
NET SURPLUS (DEFICIT)		75,784	452,103	142,458	(309,645)
UNDEFINED GROUP					
REVENUES					
RECEIPTS		63,779	622,941	496,458	(126,483)
RECEIPTS		63,779	622,941	496,458	(126,483)
EXPENSES					
SALARIES/ WAGES		23,363	226,936	240,249	13,313
CONTRACTUAL SERVICES		12,676	111,943	128,041	16,097
COMMODITIES		3,556	22,323	26,124	3,801
MAINTENANCE/ CAPITAL INVEST.		3,518	14,612	16,833	2,221
TOTAL EXPENSES: UNDEFINED GROUP		43,114	375,815	411,249	35,434
NET SURPLUS (DEFICIT)		20,664	247,125	85,208	(161,917)
TOTAL FUND REVENUES		355,870	7,040,607	5,767,069	(1,273,537)
TOTAL FUND EXPENSES		383,408	5,167,330	5,767,067	599,737
SURPLUS (DEFICIT)		(27,538)	1,873,276	1	(1,873,274)

FUND: CORPORATE

LIABILITY INSURANCE					
REVENUES					
RECEIPTS		20	123,306	166,666	43,360
RECEIPTS		20	123,306	166,666	43,360
EXPENSES					
SPECIAL FUND EXPENSE		0	129,391	166,666	37,275
TOTAL EXPENSES: LIABILITY INSURANCE		0	129,391	166,666	37,275
NET SURPLUS (DEFICIT)		20	(6,085)	0	6,085

PAGE: 8  
F-YR: 25

SOCIAL SECURITY  
REVENUES

		FUND: CORPORATE			
		FOR 10 PERIODS ENDING		28,	2025
ACCOUNT NUMBER	DESCRIPTION	FEBRUARY ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
<hr/>					
SOCIAL SECURITY					
RECEIPTS		208	398,476	341,666	(56,809)
RECEIPTS		208	398,476	341,666	(56,809)
EXPENSES					
SPECIAL FUND EXPENSE		26,636	351,553	341,666	(9,887)
TOTAL EXPENSES: SOCIAL SECURITY		26,636	351,553	341,666	(9,887)
NET SURPLUS (DEFICIT)		(26,427)	46,922	(0)	(46,922)
TOTAL FUND REVENUES		208	398,476	341,666	(56,809)
TOTAL FUND EXPENSES		26,636	351,553	341,666	(9,887)
SURPLUS (DEFICIT)		(26,427)	46,922	(0)	(46,922)

FUND: CORPORATE

SPECIAL RECREATION					
REVENUES					
RECEIPTS		0	423,657	766,666	343,009
RECEIPTS		0	423,657	766,666	343,009
EXPENSES					
CONTRACTUAL SERVICES		7,960	83,702	50,000	(33,702)
CAPITAL IMPROVEMENTS		0	1,253	483,901	482,648
SPECIAL FUND EXPENSE		0	279,318	232,765	(46,553)
TOTAL EXPENSES: SPECIAL RECREATION		7,960	364,274	766,666	402,392
NET SURPLUS (DEFICIT)		(7,960)	59,383	0	(59,383)
TOTAL FUND REVENUES		0	423,657	766,666	343,009
TOTAL FUND EXPENSES		7,960	364,274	766,666	402,392
SURPLUS (DEFICIT)		(7,960)	59,383	0	(59,383)

FUND: CORPORATE

BOND AND INTEREST					
REVENUES					
RECEIPTS		0	961,386	797,620	(163,766)
RECEIPTS		0	961,386	797,620	(163,766)
EXPENSES					

DATE: 03/12/2025  
TIME: 16:58:02  
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GENEVA PARK DISTRICT  
SUMMARIZED REVENUE & EXPENSE REPORT

PAGE: 10  
F-YR: 25

FUND: CORPORATE  
FOR 10 PERIODS ENDING 28, 2025

ACCOUNT NUMBER	DESCRIPTION	FEBRUARY ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
BOND AND INTEREST					
	CONTRACTUAL SERVICES	0	957,144	797,620	(159,523)
	TOTAL EXPENSES: BOND AND INTEREST	0	957,144	797,620	(159,523)
	NET SURPLUS (DEFICIT)	0	4,242	0	(4,242)
TOTAL FUND REVENUES					
	TOTAL FUND EXPENSES	0	961,386	797,620	(163,766)
	SURPLUS (DEFICIT)	0	957,144	797,620	(159,523)
		0	4,242	0	(4,242)
FUND: CORPORATE					
PROJECT REVENUE					
	REVENUES				
	PROJECT REVENUE	1,923,009	2,346,610	3,902,430	1,555,820
	PROJECT REVENUE	1,923,009	2,346,610	3,902,430	1,555,820
	NET SURPLUS (DEFICIT)	1,923,009	2,346,610	3,902,430	1,555,820
PLANNING/CONSTRUCTION/GRANTS					
	EXPENSES				
	CONTRACTUAL SERVICES	3,541	175,241	205,833	30,592
	TOTAL EXPENSES: PLANNING/CONSTRUCTION/GRANTS	3,541	175,241	205,833	30,592
	NET SURPLUS (DEFICIT)	(3,541)	(175,241)	(205,833)	(30,592)
BUILDINGS & IMPROVEMENTS					
	EXPENSES				
	CONTRACTUAL SERVICES	132,999	725,405	2,184,999	1,459,594
	TOTAL EXPENSES: BUILDINGS & IMPROVEMENTS	132,999	725,405	2,184,999	1,459,594
	NET SURPLUS (DEFICIT)	(132,999)	(725,405)	(2,184,999)	(1,459,594)
PARKS/PLAYGROUNDS IMPRV/ACQ					
	EXPENSES				
	CONTRACTUAL SERVICES	212,851	3,130,634	2,269,999	(860,634)
	TOTAL EXPENSES: PARKS/PLAYGROUNDS IMPRV/ACQ	212,851	3,130,634	2,269,999	(860,634)
	NET SURPLUS (DEFICIT)	(212,851)	(3,130,634)	(2,269,999)	860,634
LANDSCAPING & GROUNDSKEEPING					
	EXPENSES				
	CONTRACTUAL SERVICES	0	16,427	76,249	59,822
	TOTAL EXPENSES: LANDSCAPING & GROUNDSKEEPING	0	16,427	76,249	59,822

FUND: CORPORATE		28, 2025			
FOR 10 PERIODS ENDING					
ACCOUNT NUMBER	DESCRIPTION	FEBRUARY ACTUAL	FISCAL YEAR-TO-DATE ACUAL	FISCAL YEAR BUDGET	\$ REMAINING
NET SURPLUS (DEFICIT)		0	(16,427)	(76,249)	(59,822)
OPERATING EQUIP. & VEHICLES EXPENSES					
CONTRACTUAL SERVICES		203,733	245,846	331,836	85,989
TOTAL EXPENSES: OPERATING EQUIP. & VEHICLES		203,733	245,846	331,836	85,989
NET SURPLUS (DEFICIT)		(203,733)	(245,846)	(331,836)	(85,989)
RECREATION EQUIP. REPAIRS EXPENSES					
CONTRACTUAL SERVICES		0	0	2,500	0
TOTAL EXPENSES: RECREATION EQUIP. REPAIRS		0	0	2,500	0
NET SURPLUS (DEFICIT)		0	0	(2,500)	0
EMERGENCY REPAIRS/REIMB. EXPENSES					
CONTRACTUAL SERVICES		2,726	100,036	593,680	493,644
TOTAL EXPENSES: EMERGENCY REPAIRS/REIMB.		2,726	100,036	593,680	493,644
NET SURPLUS (DEFICIT)		(2,726)	(100,036)	(593,680)	(493,644)
TOTAL FUND REVENUES		1,923,009	2,346,610	3,902,430	1,555,820
TOTAL FUND EXPENSES		555,853	4,393,591	5,665,100	1,271,508
SURPLUS (DEFICIT)		1,367,155	(2,046,981)	(1,762,669)	284,311

# Memo

**To:** GPD Board of Commissioners and Nicole Vickers  
**From:** Ken Kerfoot  
**CC:** Christy Powell  
**Date:** March 17, 2025  
**Re:** Dryden Park tennis court color coating and lining services

---

## **Purpose:**

The Purpose of this memorandum is to provide The Board of Commissioners with information to consider the approval of the proposal for contracted color coating and lining services of the tennis courts at Dryden Park.

## **Background**

The Board of Commissioners has previously approved the asphalt resurfacing of the tennis courts in Dryden Park as part of a court renovation. The next step is for color coating and lining the new asphalt for tennis. The District reached out for quotes for the work, and received two submittals as per below:

Midwest Sport Surfaces	\$23,700
Pro Track and Tennis	\$43,000

The low bidder in this case is Midwest Sport Surfaces. This company has worked for the District before, coloring and lining the courts at Sterling Manor Park. Their work was both timely and of high quality.

## **Financial**

Sufficient funds are budgeted in the Tennis Courts account C-1280 for this project.

## **Recommendation**

Staff recommends the Board of Commissioners approve the proposal from Midwest Sport Surfaces in the amount of \$23,700 for contracted color coating and lining services of the tennis courts at Dryden Park.

**DIRECTOR'S  
MONTHLY AGENDA AND REPORT  
Nicole Vickers, CPRP  
March 17, 2025**

**DRYDEN PARK TENNIS COURT COLOR COATING AND LINING**

Enclosed in your packet is a memo outlining the desire to move forward with a proposal for tennis court coloring and lining at Dryden. Carl Gorra will be present to answer any questions the board might have.

**COMMUNICATIONS**

At the board's request, drawings of the previously proposed Sunset Community Center renovation are enclosed in the packet. This project, initially presented in the winter of 2020, has not been prioritized for revival through the capital planning process at this time. As a reminder, staff has begun pursuing updates and a minor renovation of Sunset Community Center currently as was advised through the capital planning meeting this past December.

The IAPD Legislative Reception and Conference will take place on April 29-30 in Springfield with representatives from the district attending. If any board member is interested in attending please let Hannah know as we need to complete all reservations by April 7.

The NRPA conference will be held this year in Orlando from September 16-18. Should any board member like to attend or would like to explore the option please let Hannah know at your earliest convenience. Idealistically staff would like to make all reservations and secure registration by mid-May.

Please mark your calendars for the upcoming Earth Day Celebration on April 19<sup>th</sup>. The day will consist of a variety of fun activities/games, recycling opportunities, paper shredding and planting young prairie plugs.

Wine, Cheese, and Trees was a huge success! The event included collaboration from the Geneva Park District Foundation, Library Foundation, and the Natural Resource Committee. It was an honor to participate in such a worthwhile event with supportive community partners.

Staff has completed annual evaluations as well as salary surveys and recommendations for the upcoming budget year.

The Foundation meeting was held on March 11<sup>th</sup> with the review of the annual budget, a recap of Wine, Cheese, and Trees, and discussion about the 2025 Autumn Fair which will be held on September 20<sup>th</sup>. The Foundation board has also recently welcomed John Frankenthal.

Staff is finalizing the 2025/26 proposed budget and will present it to the Finance Committee (Jay Moffat and Doug Jones) on April 7<sup>th</sup> at noon, followed by a presentation to the full Board on April 21<sup>st</sup>.

Please be on the lookout for your statements of economic interest which need to be filed by May 1, 2025.

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

**FUTURE MEETINGS**

Finance Committee-Budget Meeting (Jay Moffat & Doug Jones)	April 7, 2025	12:00 PM
Regular Scheduled Board Meeting	April 21, 2025	7:00 PM
Recreation Committee Meeting	TBD	TBD
GPD Foundation Meeting (Annual and Regular)	May 1, 2025	7:00 PM

**2025 SUNSET COMMUNITY CENTER BUILDING EXTERIOR PAINTING RESULTS**

Enclosed in your packet is a memo outlining the results of a bid for exterior painting and renovations at Sunset Community Center. Staff would recommend rejecting this project as bid results were much higher than anticipated in conjunction with additional challenges. Carl Gorra will be present to answer any questions the board might have.

**2025 CONTRACTED MOWING BID RESULTS**

Enclosed in your packet is a memo outlining the results of the annual mowing bid. Carl Gorra will be present to answer any questions the board might have. As a reminder, staff has assumed more responsibility in the spring season for landscape clean-up and therefore an annual bid was not needed for this work.

**PERSONNEL & POLICY COMMITTEE RECOMMENDATIONS**

The Personnel & Policy Committee met on March 10 to discuss recommendations for salary and wage proposals in preparation of the 2025/26 budget. The Committee (Jay Moffat & Bre Cullen) reviewed the proposal and minutes of that meeting are enclosed. Staff would ask for a motion to approve the salary and wage recommendations for the 2025/26 fiscal year.



Total Area: 4,675 SF

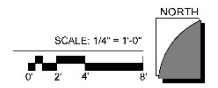


Ground Level Floor Plan - Option I

[illegible]

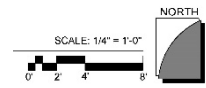
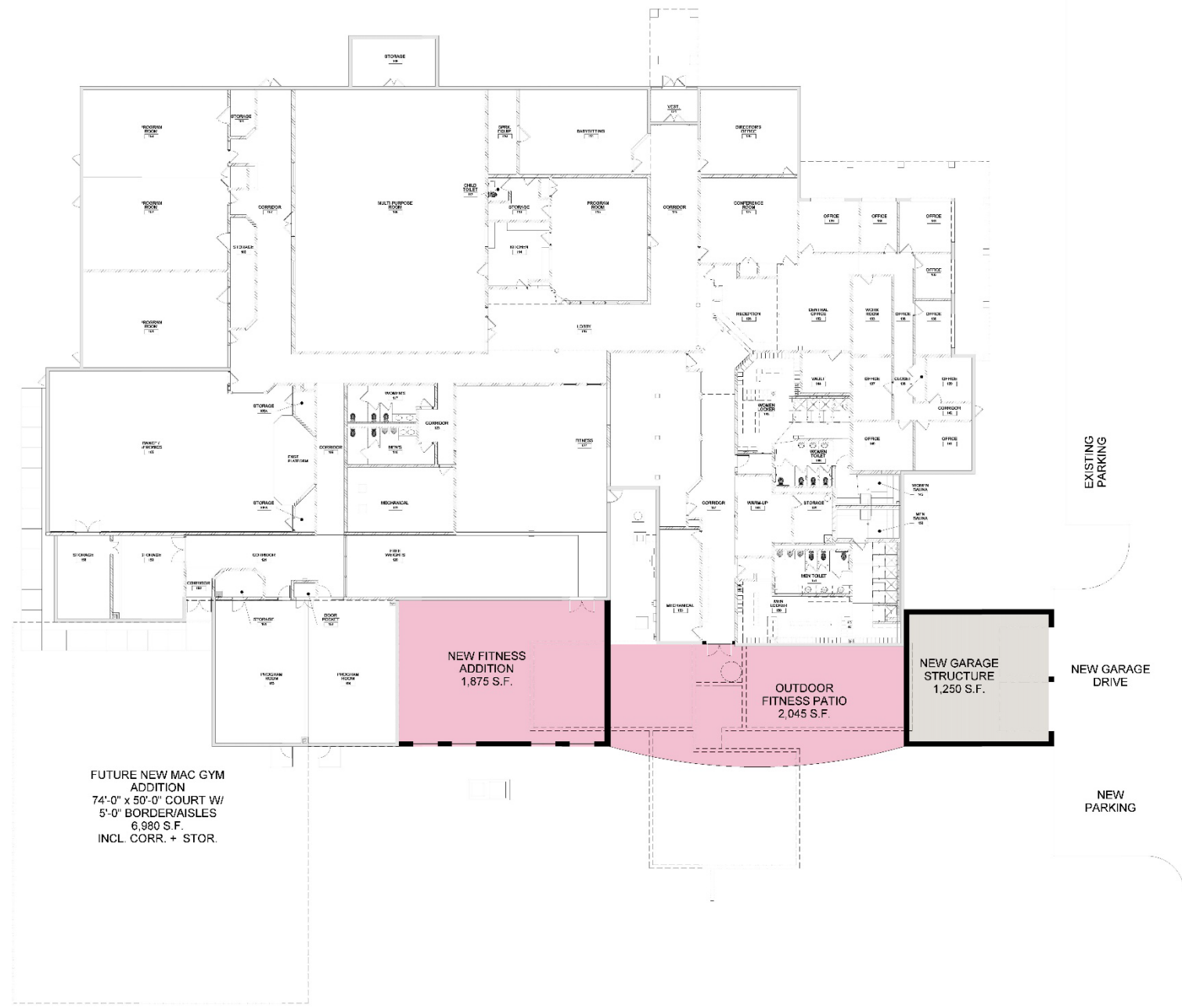
EXISTING  
PARKING

Floor plan of the second floor. The plan shows a large orange area labeled "NEW RACQUETBALL 833 SF" and a large grey area labeled "NEW GARAGE 1,388 SF". A yellow area in the top left is labeled "STOR 187 SF". A dashed line indicates a boundary between the racquetball court and the garage. A door is shown on the right side of the garage area.

NEW GARAGE  
DRIVE

[illegible]

Total Area Phase I:  
3,125 SF



Ground Level Floor Plan - Option 4A

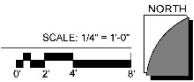
Total Phase 1 Area:

3,125 SF

Total Phase 2 Area:

7,740 SF

Total Area: 10,865



Ground Level Floor Plan - Option 4B

# MARCH 2025

SUN

MON

TUE

WED

THU

FRI

SAT

01

02

City Council &  
Comm of the  
Whole Mtg @7

03

04

05

06

Parents Night  
Out 6pm @  
SPRC

07

Fun with Your  
Son Night  
5-7pm

08

09

Personnel Cmte  
@ 3pm

School District  
Mtg @ 7pm

10

GPD Foundation  
Mtg @7pm

11

12

Plan Comm Mtg  
@ 7pm

13

14

15

16

GPD Board Mtg  
@ 7pm

City Council &  
Comm of the  
Whole Mtg @7

17

HPC Mtg @  
7pm

18

19

20

Laser Tag  
@ Geneva Library  
Grades 6-12

Parents Night Out  
6pm @ SPRC

21

22

23

24

25

26

Library Mtg @  
7pm  
Plan Comm Mtg  
@ 7pm

27

28

29

30

31

# APRIL 2025

SUN

MON

TUE

WED

THU

FRI

SAT

01

02

03

04

05

06

07

08

09

10

11

12

Finance Cmte  
Meeting @ noon

City Council &  
Comm of the  
Whole Mtg @7

Plan Comm Mtg  
@ 7pm

Bunny Breakfast  
@ SPRC  
Egg Hunt 10am

13

14

15

16

17

18

19

Job Fair  
1pm – 3pm  
@Harrison  
Street School

School District  
Mtg @ 7pm

HPC Mtg @  
7pm

**NEW!**  
Springtime  
Glow-up  
@ Dryden Park  
6-8 pm

Good Friday  
Admin Offices  
Closed

Earth Day 11am-  
1pm @ Peck Farm  
Park  
Pickleball  
Tournament  
8am-5:30pm

20

21

22

23

24

25

26

Facilities Closed  
Easter Holiday



GPD Board Mtg  
@ 7pm

City Council &  
Comm of the  
Whole Mtg @7

Library Mtg @  
7pm

Plan Comm Mtg  
@ 7pm

Parents Night  
Out  
@ SPRC 6pm

3<sup>rd</sup> Annual  
Cabaret  
Fundraiser  
@ PH38 7 pm

27

28

29

30

**GENEVA PARK DISTRICT  
PARKS AND PROPERTIES REPORT  
CARL GORRA  
SUPERINTENDENT OF PARKS AND PROPERTIES  
March 17<sup>th</sup>, 2025**

STAFF

- Three Parks staff recently attended Aquatics Facilities Operator training. All three then passed the competency exam and received their certificates. This training offers the most comprehensive and up to date training for pool operators and includes information on water chemistry, disinfection and pool equipment.
- Seasonal staff hiring is underway. To date, seven Summer seasonal staff have been hired. Of the seven hired, all are for horticultural and/or/watering positions.
- Two groups of high school students visited the greenhouse on Wednesday, March 12<sup>th</sup>. The District horticulturalist led two tours filled with horticulture students from Geneva High School. Topics discussed included growing procedures for crops already underway, and greenhouse layout.
- Parks staff received job specific training from a law enforcement officer of the Kane County Forest Preserve District on March 4<sup>th</sup>. The training detailed interactions with First Amendment Auditors as part of the training. Additional topics included; how to react to various requests for help while working in the parks, recommendations for responding to emergency situations and situational awareness of surroundings. It was a well-received training and a great deal was learned by all.

PROJECT / OPERATIONS UPDATES

- Preliminary solar panel installation work at Peck Farm has begun. A.M. Kerns Company, who will ultimately be installing the panels, met with an electrical engineer from the City of Geneva to discuss city requirements. Subsequently, A.M. Kerns submitted their design specifications and permit application to the city for approval. Once a permit is granted, work can begin quickly.
- Water Well Solutions has been contracted to pull the Peck Farm well pump and assess its condition. The assessment will be useful in determining the condition of the equipment and identify any potential repair work preventatively. The crew will be onsite Friday March 14<sup>th</sup> to perform the work.
- A public bid was placed for Contracted Mowing Services. Contract mown parks total 29 parks and 98 acres mown each week. By comparison, Parks staff mow 22 parks totaling 175 acres each week. Five prospective contractors offered up quotes. The low bidder is Uno Mas Landscaping with a base bid of \$89,000. In 2024, Mark I Landscape had been the selected contractor for the work. Their cost was \$90,000 for the season. Performance was such that the District declined to pick up the second-year option to extend the contract in 2025.
- The District has contracted with Kluber Architects for preliminary architectural design work at Sunset Community Center. This early work focuses on the Schematic Design Phase of potential renovation work to the main entrance façade, entry vestibule, main corridor and lobby. The intent is to create a more inviting and welcoming space. Kluber has prepared three conceptual drawings as a starting point for the District to review. Once a concept plan has been approved and a project budget established, Kluber will provide a cost estimate. The three concept drawings are presented below:



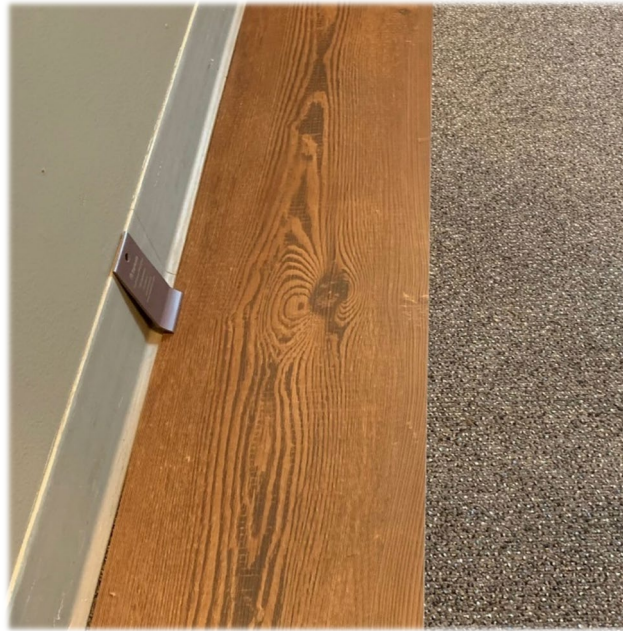




- A public bid was placed for exterior renovations at Sunset Community Center. The work included repairing defects in the Dryvit coating, tuckpointing of cracks, cleaning surfaces and then applying two coats of paint to the entirety of the exterior of the building. After further review of the bids, the work will be deferred and re-bid later in the year. Reasoning for the deferral relates to a number of factors; the status of the renovation for Sunset Community Center entrance facade being in flux, and more favorable bidding conditions and better weather expected in Fall.
- The renovation of the Stone Creek mini golf building is entering its final stages. The roof is complete, the exterior sheathing has been put in place and primed, interior wall coverings and casework have been installed and most electrical work has been completed. Substantial completion is expected by the end of March. Items to be completed by that time include exterior painting, window installation and final sewer and water hookups.



- Peck Farm staff met with Scharm Floor Covering to discuss new flooring for the Orientation Barn. One suggestion agreed upon by all was the installation of laminated vinyl flooring. The new flooring will fit the character and color of the building and be easier to clean and maintain. Smaller area rugs will be part of the renovation so as to ensure that program participants who sit on the floor for classes have a pleasant experience.



## POOLS

- The new landing pad for the slide in the main pool at Sunset has arrived. This particular style manufactured by Aquashield and pictured below, purportedly will not billow due to air entrapment, nor will it develop cracks, and installs with adhesive eliminating the need for drilling steel anchors into the concrete. Installation can take place once temperatures warm.



- Helm Mechanical has finished the installation of three 16" water control valves located in the surge tank at Sunset Pool. The valves control water flow from each of the three pools and allow regulation of the amount of water the filtration system receives. As the new valves are gear operated, the adjusting of these valves will be much easier for staff to manipulate. Work was completed Friday March 14<sup>th</sup>.
- Helm Mechanical will be hosting a training on the new sand filters that were just installed at Sunset Pool. The tentative date of the training is Thursday March 20<sup>th</sup>, in the afternoon. Only about an hour is needed to bring staff up to speed on operating what is virtually a "like for like", yet very much newer system.



- Illinois Pump has in its shop, the Sunset Pool #2 filtration motor and pump. Early investigative work indicated that the motor was worn and ready for a rebuild and that process has been completed. As to the pump, the pickup tube and turbines needed to be replaced. Some parts for the pump have yet to be delivered to the rebuilder. Both pump and motor will be rebuilt and installed well in advance of pool start up requirements.
- Illinois Pump has pulled the feature pump assembly from Moore Sprayground for disassembly and inspection. The motor portion needs extensive work – so much so that the cost of rebuilding is equal to the cost of a new unit. The pump portion is worn, and will need at a minimum, to be rebuilt. Final determination of costs has yet to be determined, however the age of the unit as a whole would suggest that replacement, as opposed to rebuilding would be preferred.

## ATHLETICS

- Evans and Sons Blacktop has been given the notice to proceed with providing a 2" overlay of asphalt at the Dryden Park tennis courts, once asphalt plants open for the season. Next steps include color coating and striping the new playing surface, work that can only be completed after the fresh asphalt has been given sufficient time to cure. Two quotes have been received for color coating the two courts at Dryden. Midwest Sport Surfaces has offered a quote of \$23,700 while Pro Track and Tennis has offered a quote for \$43,000.
- Sportsfields Inc. will be offering up estimates for the ball field improvements including; infield renovations at Esping Park, Peck Field #2, and Peck Field #3. At a recent meeting with Geneva Baseball Association, it was noted that Esping would be their first priority in regards to field renovation. Additionally, staff will discuss options for improving playability of selected fields for use by youth softball leagues.

## HORTICULTURE, GARDEN PLOTS AND NATURAL AREAS

- The District has signed a Memo of Understanding with the DuPage County Forest Preserve District. The entities are working together to recycle aged manure from a newly acquired horse stable that DCFPD has purchased. Forest Preserve staff will load, and Parks staff will haul, the manure to the garden plots for use this Spring.
- In the greenhouse, three crops are underway. Pansies, which can tolerate cold weather and will be put out into the landscape in a few weeks, are already showing some color. Tomato plants are being grown for giveaway at the upcoming Earth Day celebration. The tomato plants will be ultimately planted into environmentally friendly pots made of compressed cow manure. Lastly, geraniums which require a good deal of lead time to be ready by May, are well under way.



**GENEVA PARK DISTRICT  
RECREATION BOARD REPORT  
ELLIOTT BORTNER, CPRP, AFO  
SUPERINTENDENT OF RECREATION  
March 17, 2025**

**UPDATE:**

**I. PROGRAMS**

Resident registration for the spring season kicked off on Tuesday, March 4, followed by non-resident registration on Tuesday, March 11. This season's offerings include swim lessons and summer camps.

Registration for next school year's Kids' Zone program is in full swing with the completion of priority registration for returning participants earlier this month. Registration opened to new participants the week of March 10.

Staff have researched and collected several park district's affiliate policies and agreements. A recommendation on how to move forward with our affiliates and other organizations will be presented at an upcoming board meeting.

**II. EVENTS**

Daughter Date Night was held at the Geneva High School on Sunday, February 23 and was followed up a couple weeks later by Fun With Your Son Night on Saturday, March 8. Both events featured live entertainment, a DJ with a selfie-station, snack, candy, and treat options and more!



The Eggmazing Race, Bunny Breakfast and Egg Hunt, and Bunny Basket Deliveries are all set to take place in April. Staff will once again work with a local Girl Scout troop to stuff the 5,000+ eggs.

Earth Day Celebration is scheduled for April 19 and will take place at Peck Farm Park. The event will feature garbage can painting, prairie plug planting, a scavenger hunt, and various recycling opportunities including on-site paper shredding. Staff have been working closely with the Natural Resources Committee to plan the event.

### III. **FACILITIES**

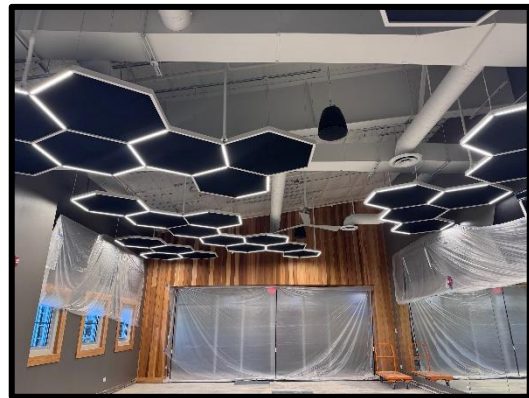
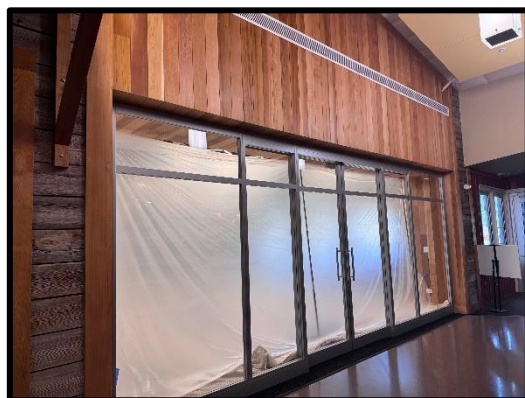
#### ***Sunset Fitness Center and SPRC***

The history wall at Sunset Community Center, a joint effort between the park district and the Geneva History Museum, is now complete. It showcases the evolution of recreation in Geneva from the late 1800s to the late 1990s. We extend our gratitude to Terry Emma and her team at the Geneva History Museum for their creativity, guidance, and collaboration over the past several months.

At the October 2024 meeting, the board approved the replacement of the deteriorating gym curtains at SPRC and the seldom-used batting cage with a new divider curtain for Court 1. This work was completed the week of March 3, and staff are pleased with the results.



The new Flex Zone at SPRC (formerly Kidz Korral) faced an unexpected issue with the rubber floor installation, leading to the removal and replacement of the flooring. The new rubber flooring tiles are expected to arrive mid-week, with installation and curing to be completed by early the week of March 17. Staff anticipate opening the space to fitness members and guests shortly thereafter.



#### ***Playhouse 38***

The youth production of *Stone Soup* has two casts that will perform eight shows March 20-23. The cast of eight in the adult production *Laugh* will perform three shows April 17-20. The next

special event to take place at the theatre is the Spring Break Talent Show on April 2, followed up by an Adult Improv Show on April 19.

***Sunset Pool and Mill Creek Pool***

The board will recall the approved summary of capital projects for our aquatics facilities, presented at the December 2024 meeting. Among these projects, the repair of lane lines and wall targets at Sunset Pool's main pool, along with various caulk joint replacements, are currently underway in preparation for the 2025 pool season. Additionally, the resurfacing projects for the plunge pool and deep pool may commence before the pool season based on the contractor's schedule. If it is not feasible prior the season, the work will be completed in the fall.

***Peck Farm Park***

All of the 133 community garden plots have been reserved for the upcoming growing season. Gardeners are allowed to begin working their plots in early April.

Enrollments have begun for a new program slated to begin in September 2025 called Peck Farm's Prairie Playschool. The nature-based curriculum will take place primarily outside and will serve as the district's first foray into a nature preschool program.

**IV. STAFF**

We would like to welcome Ally Paulson to the recreation team! Ally has assumed the role of Recreation Coordinator.



**INFORMATION:****I. SUNSET REPORT**

Comparison figures for Sunset Racquetball and Fitness Center are as follows:

<b>Revenue Summary</b>	<b>February 2024</b>	<b>February 2025</b>
<i>Membership Revenue</i>		
Paid in Full Memberships	\$14,165.00	\$14,525.00
Ongoing Memberships	\$5,457.00	\$5,702.00
Short Term Memberships	\$24.00	\$612.00
<b>Total</b>	<b>\$19,646.00</b>	<b>\$20,839.00</b>
<i>Additional Revenue</i>		
Court Fees	\$168.00	\$321.00
Guest Fees	\$740.00	\$995.00
Vending Machine Sales	\$118.00	\$0.00
<b>Total</b>	<b>\$1,026.00</b>	<b>\$1,316.00</b>
<b>Total Monthly Revenue</b>	<b>\$20,672.00</b>	<b>\$22,155.00</b>

<b>Annual Membership Summary</b>	<b>Transaction Type</b>	<b>February 2024</b>	<b>February 2025</b>
<i>Resident Paid in Full</i>	New	15	16
	Renew	24	26
<i>Resident Ongoing</i>	New	9	3
	Renew	3	2
<i>Non-Resident Paid in Full</i>	New	1	1
	Renew	2	0
<i>Non-Resident Ongoing</i>	New	1	1
	Renew	0	0
<b>Totals</b>	<b>Total New</b>	<b>26</b>	<b>21</b>
	<b>Total Renew</b>	<b>29</b>	<b>28</b>
	<b>Overall Total</b>	<b>55</b>	<b>49</b>

<b>Other Memberships Summary</b>	<b>February 2024</b>	<b>February 2025</b>
One Month	3	2
Two Months	1	6

<b>Usage Summary</b>	<b>February 2024</b>	<b>February 2025</b>
<i>Fitness Center</i>		
Members	4,813	5,797
Free Guests	1	45
Paid Guests	59	64
<b>Total Fitness Center Usage</b>	<b>4,873</b>	<b>5,906</b>



<i>Court Usage</i>		
Reserved Court Time	42	48
Walk-on Court Time	1	1
<b>Total Court Usage</b>	<b>43</b>	<b>49</b>

<b>Year to Date Comparison</b>	436	502
<i>Sunset Membership Summary*</i>	157	150
Paid in Full Memberships	<b>593</b>	<b>652</b>
Ongoing Memberships		
<b>Total Sunset Memberships</b>	606	698
	207	241
Paid in Full Members	<b>813</b>	<b>939</b>
Ongoing Members		
<b>Total Sunset Members</b>		
	\$166,853.00	\$192,480.00
<i>Revenue Summary</i>	\$10,914.00	\$11,404.00
Membership Revenue YTD	436	502
Projected Ongoing Revenue	157	150

\*Excludes Gold Memberships/Members

## II. SPRC REPORT

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

<b>Revenue Summary</b>	<b>February 2024</b>	<b>February 2025</b>
<i>Membership Revenue</i>		
Paid in Full Memberships	\$24,871.00	\$28,840.00
Ongoing Memberships	\$13,183.00	\$13,212.00
Short Term Memberships	\$897.00	\$1,086.00
Track Passes	\$2,995.00	\$3,317.00
<b>Total</b>	<b>\$41,946.00</b>	<b>\$46,455.00</b>
<i>Additional Revenue</i>		
Guest Fees	\$899.00	\$1,416.00
Vending Machine Sales	\$645.00	\$366.00
Open Gym Youth	\$1,771.00	\$1,977.00
Open Gym Adult	\$415.00	\$664.00
Birthday Parties	\$2,700.00	\$3,975.00
<b>Total</b>	<b>\$6,430.00</b>	<b>\$8,398.00</b>
<b>Total Monthly Revenue</b>	<b>\$48,376.00</b>	<b>\$54,853.00</b>

<b>Annual Membership Summary</b>	<b>Transaction Type</b>	<b>February 2024</b>	<b>February 2025</b>
<i>Gold Resident Paid in Full</i>	New	1	7
	Renew	8	4
<i>Gold Resident Ongoing</i>	New	4	1
	Renew	0	1
<i>Gold Non-Resident Paid in Full</i>	New	0	0
	Renew	0	1
<i>Gold Non-Resident Ongoing</i>	New	1	1
	Renew	0	1
<i>SPRC Resident Paid in Full</i>	New	12	17
	Renew	18	26
<i>SPRC Resident Ongoing</i>	New	4	1
	Renew	3	5
<i>SPRC Non-Resident Paid in Full</i>	New	12	7
	Renew	8	9
<i>SPRC Non-Resident Ongoing</i>	New	3	3
	Renew	1	0
<b>Totals</b>	<b>New</b>	<b>37</b>	<b>37</b>
	<b>Renew</b>	<b>38</b>	<b>47</b>
	<b>Total</b>	<b>75</b>	<b>84</b>

<b>Other Memberships Summary</b>	<b>February 2024</b>	<b>February 2025</b>
Track Pass	48	67

SPRC One Month	7	3
SPRC Two Months	5	10
Gold One Month	1	0
Gold Two Months	0	0

<b>Usage Summary</b>		
<i>Fitness Center</i>		
Members	8,501	9,673
Free Guests	19	24
Paid Guests	93	146
Track	1,705	2,219
<b>Total Fitness Center Usage</b>	<b>10,318</b>	<b>12,062</b>
<i>Open Gym</i>		
Youth	537	592
Adult	109	176
Pickleball	844	562
<b>Total Open Gym Usage</b>	<b>1,490</b>	<b>1,330</b>
Birthday Parties	11	15

<b>Year to Date Comparison</b>	<b>2024</b>	<b>2025</b>
<i>SPRC Membership Summary</i>		
Paid in Full Memberships	659	787
Ongoing Memberships	285	289
Track Memberships	625	672
<b>Total SPRC Memberships</b>	<b>1,569</b>	<b>1,748</b>
Paid in Full Members	1,150	1,321
Ongoing Members	616	604
<b>Total SPRC Members</b>	<b>1,766</b>	<b>1,925</b>
<i>Gold Membership Summary</i>		
Paid in Full Memberships	155	194
Ongoing Memberships	85	92
<b>Total Gold Memberships</b>	<b>240</b>	<b>286</b>
Paid in Full Members	329	406
Ongoing Members	241	234
<b>Total Gold Members</b>	<b>570</b>	<b>640</b>
<i>Revenue Summary</i>		
Membership Revenue YTD	\$373,628.00	\$418,341.00
Projected Ongoing Revenue	\$26,366.00	\$26,424.00

# Memo

**To:** GPD Board of Commissioners and Nicole Vickers

**From:** Ken Kerfoot

**CC:** Christy Powell

**Date:** March 17th, 2025

**Re:** Sunset Community Center Exterior Renovations

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## **Purpose:**

The Purpose of this memorandum is to provide The Board of Commissioners with information to consider the rejection of all bids submitted for the Sunset Community Center Exterior Renovations project.

## **Background**

A publicly advertised bid was placed for contracted Sunset Community Center Exterior Renovations. Specifications included patching exterior finish material, tuckpointing, staining the pergola and applying two coats of paint to the building. The bid specified that the work be completed prior to the opening of Sunset Pool. During the pre-bid meeting, some prospective bidders mentioned the timeframe for completion was tight as they estimated work would take between two and four weeks to complete.

Therefore, actual bids came in much higher than budgeted. Additionally, the size of the project and required completion date make the project more tenuous for the contractors. Lastly, the proposed renovation work to the front façade of the building may very well impact some of the work proposed in the bid. Rebidding the work for a start date after the pool season would be in the best interest of the District. Favorable weather, greater lead time to solicit bidders and complete the work, and a clear vision of the front entrance improvements will all contribute to a more successful project in Fall.

## **Recommendation**

Staff recommends the Board of Commissioners reject all bids as opened and read March 7, 2025 for Sunset Community Center Exterior Renovations as bids exceeded budget for work.

# Memo

**To:** GPD Board of Commissioners, Nicole Vickers, and Carl Gorra

**From:** Ken Kerfoot

**CC:** Christy Powell

**Date:** March 17th, 2025

**Re:** Contracted Mowing Services

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## Purpose:

The Purpose of this memorandum is to provide The Board of Commissioners with information to consider the approval of the proposal for contracted mowing services in various parks.

## Background

In 2024, the District contracted weekly mowing services at 29 parks totaling 98 acres. Park District crews mowed 22 parks totaling 175 acres. The 2024 bid included an option for the 2025 season. References for the awarded bidder were favorable. After a good start in April, their performance did not meet our expectations in May and June. Although their performance improved later in the season, it was decided not to renew their contract for 2025.

A publicly advertised bid was placed for contracted mowing services for the 2025 season. Included in the base bid was the mowing of the Fabyan Forest Preserve soccer fields through the end of June for Fox Valley Strikers. Strikers has been working with Kane County Forest Preserve to assume mowing responsibilities for them at some point yet to be determined in 2025. The first alternate in the bid was the continued mowing of the Fabyan soccer fields from July thru October. This was done as a courtesy for Fox Valley Strikers, who will reimburse the District for this mowing. The second alternate in the bid was to provide pricing for the 2026 season. Five bids were submitted, with Uno Mas Landscaping of Elgin, IL being the lowest bidder. Bids results are as below:

	Uno Mas Landscaping	Beary Landscape Management	Langton Group	Delia & Bros. Landscaping	The RLS Company
<b>2025 Parks Mowing</b>	\$89,056	\$91,006	\$93,023	\$94,815	\$98,825
<b>Fabyan - 18 weeks</b>	\$3,744	\$3,665	\$3,924	\$3,060	\$3,690
<b>2026 Parks Mowing</b>	\$89,372	\$88,754	\$93,301	\$94,830	\$96,570

Reference checks for Uno Mas Landscaping have been favorable. Batavia Park District has contracted mowing services with them for three years and Itasca Park District for five years. Both said their contact at Uno Mas was very responsive and both highly recommended their services.

## **Financial**

As proposed, contracted mowing would cost \$32.65 per acre for the 2025 season and \$33.68 for the 2026 season. Contractual mowing services are paid from the 01-1001-8-15 Grounds/Maintenance Contracted account.

## **Recommendation**

Staff recommends the Board of Commissioners approve the base bid of mowing 29 parks for the 2025 season and the first alternate of Fabyan soccer field mowing in the amount of \$92,800 from Uno Mas Landscaping.

March 17, 2025

TO: Geneva Park District Board of Commissioners

FROM: Personnel and Policy Committee (Jay Moffat and Bre Cullen)

RE: Salary and Wage Proposals

Enclosed for your review are materials for the FY2025-26 salary and wage proposals.

## Completed 2024 Goals

**Below is a list of completed goals from all departments over the past year. This list was devised from previous Short/Long Term goals. Items that were not completed, and remain relevant, continue to be reflected in current goals for staff to focus on.**

### Rec Department

- Incorporated Fire Department in safety training at pools.
- Completed the bidding process and began construction on the renovation of Kidz Korral.
- Increased electronic communication at Friendship Station Preschool and Kids' Zone.
- Hosted multiple theatrical productions and special events for adult audiences and participants at Playhouse 38.
- Increased opportunities beyond affiliates with special interest groups and private sector organizations.
- Continued presence at community wide special events
- Continued co-op summer camp with the police department and fire department, and offered a version of camp during winter break
- Lifeguard staff received two five-star audits for the pool season
- Continued increased communications and partnership with the school district
- Added additional working office at SPRC
- Updated the butterfly house vestibule
- Replaced all netting at the butterfly house
- Added multiple features at Stone Creek Mini-golf
- Implemented beekeeping at community gardens and sold honey at Peck Farm Gift Shop
- Refinished gel coating on slides at Sunset Pool
- Initiated construction of renovated Stone Creek Mini-golf hut
- Renovated Peck Farm Orientation Barn

### Finance and Personnel Department

- Evaluated and selected a new IT vendor for contracted IT management services.
- Provided a hard wired WIFI connection to the Peck Farm Orientation Barn which also services the Peck Farm courtyard.
- Selected a HR/Payroll software option (Paycom) that allows FT employees the ability to monitor their PTO, time off requests, and provides employee self-service maintenance of personal information. The new Paycom software links together employee applications, employee training tracking, electronic personnel file maintenance, and payroll. This will also ensure consistency in applicant processing for both part-time and full-time across GPD.
- Updated salary survey of all full-time employees to ensure alignment with market rates and compliance with exempt employee legislation, and minimum wage.
- Completed seventh year of District's participation in Health Savings Accounts by increasing the PPO deductible and instead utilizing HSA funds. Saving the District apprx. 70,000 in 2024.
- No material findings in the Management Letter for fiscal year 2023-24 audit.
- Received 13th consecutive year award in GFOA's Certificate of Achievement for Excellence in Financial Reporting for the fiscal year ending 4/30/23.



- Investments in 2024 earned an annual average rate of return of 4.12%. This compares to a blended rate in 2023 of 3.6%.

#### Parks Department

- Full-time staff completed training courses including but not limited to; Certified Pool Operator, PDRMA chipper training, tree and shrub pruning, fertilizer and turf maintenance, and electrical safety.
- Mill Creek Community Park renovation.
- Wellington Park playground replacement.
- Jaycee Park storage building exterior renovations.
- Don Forni Park ballfield infield renovation.
- Parking lot and trails sealcoated at SPRC/Peck North.
- Safety cover was created and installed over the pit in the mechanical room at Sunset Pool.
- Secured installation of the turtle and crab at Sunset Pool.
- Secured installation of safety pads at the ends of the slides on the jungle play equipment at Sunset Pool.
- Completed underwater pool light installation at Sunset Pool.
- Rebuilt Mill Creek Pool heater.
- Reprogrammed Moore Park splashpad sequence.
- Installed gutters at the Peck Farm House, Grey Barn, and Red Barn.
- HVAC upgrades and repairs completed at the Peck Maintenance Facility.
- New gravel installed and graded at the Community Gardens.
- Replaced portions of the railing on the Peck Farm House along the ADA ramp.
- Replaced the screen to the water monitoring station at Old Mill Park.
- Repositioned safety handrails at River Park.
- Replaced the Grey Barn's roof.
- Removed and reset the permeable pavers at Peck Farm Park near the silo.
- Repairs were made to the cupola in the Peck Farm House.
- Installed new heater unit at the Wheeler Maintenance Facility.
- Completed interior painting projects at SPRC.
- Assembled and installed replacement water wheel at Stone Creek Mini Golf.
- Cleaned debris and restored turf at Island Park after extensive flooding.
- Extensive cleanup at Wheeler Park from storm damage.
- Planted 10,000 flower bulbs at Sandholm Woods Park.
- Stained the Hawks Hollow play structure at Peck Farm Park.
- Stained the Mill Creek Pool clubhouse.
- Successfully held a plant sale at the greenhouse.
- Successfully moved Shakespeare in the Park to Sunset Park.
- Successfully moved Folk Fest to Wheeler Park.
- Installed over 44,000 lights for the new Winter Wonder Light event held at Peck Farm Park.
- Installed 10 sections of split rail fencing at Sandholm Woods Park.
- Constructed and installed a Chimney Swift House at Peck Farm Park and Wheeler Park.
- Painted the exterior of the Grey Barn at Peck Farm Park.

**OUR MISSION**  
The mission of the Geneva Park District is to provide recreational programs, facilities, and open space that will enhance the quality of life for residents of all age groups and abilities.

**OUR VISION**  
We aspire to enhance the quality of our community by providing exceptional recreation programs, facilities, and open space which inspire residents to live their Best Life.

**OUR VALUES**

**Customer Commitment:** We will strive to exceed customers’ expectations by delivering professional, helpful, efficient, and friendly service during all interactions.

**Responsible Leadership:** We will strive to hire and retain quality employees through the promotion of staff development and continuing education in the pursuit of maintaining professional staff.

**Fiscal Responsibility:** We will earn the public’s trust by maintaining financial health, stability, and transparency in providing cost effective services that maximize value to the taxpayer.

**Safety:** We will provide a safe environment through exceptional training and constant evaluation of risk management practices.

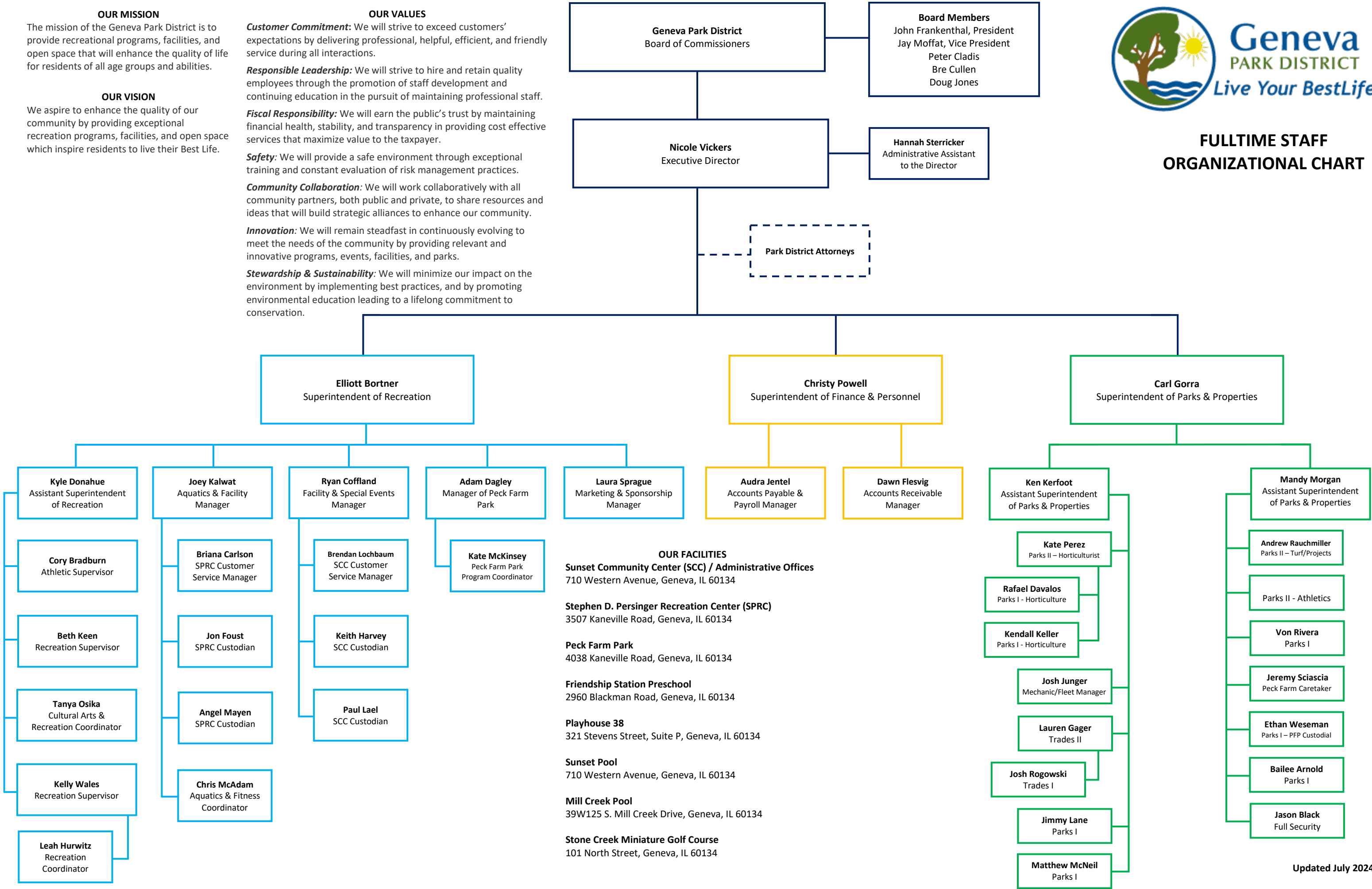
**Community Collaboration:** We will work collaboratively with all community partners, both public and private, to share resources and ideas that will build strategic alliances to enhance our community.

**Innovation:** We will remain steadfast in continuously evolving to meet the needs of the community by providing relevant and innovative programs, events, facilities, and parks.

**Stewardship & Sustainability:** We will minimize our impact on the environment by implementing best practices, and by promoting environmental education leading to a lifelong commitment to conservation.



**FULLTIME STAFF  
ORGANIZATIONAL CHART**





# *Geneva Park District*

## *Salary Policy*

**March, 2023**

## **TABLE OF CONTENTS**

- 1.0 Introduction
- 2.0 Objectives
- 3.0 Components
- 4.0 Performance Appraisal
- 5.0 Annual Wage & Salary Increases
- 6.0 Responsibilities

Appendix  
GPD Salary Range

## **1.0 INTRODUCTION**

This wage and salary policy provides a common framework from which all salaries of the district are determined.

## **2.0 OBJECTIVES**

The Objectives of this salary policy are as follows:

1. To attract the best qualified people available to achieve the District's mission.
2. To provide equitable and consistent remuneration to employees in accordance with their assigned duties and responsibilities.
3. To motivate and stimulate employees to achieve a high level of performance.
4. To encourage the retention and productivity of qualified personnel.
5. To communicate to staff the basic parameters for setting salary.

## **3.0 COMPONENTS**

1. The District shall maintain Job Descriptions for each full-time position which includes the employees' responsibilities, the reporting relationship and the level of education and experience required.
2. The District shall maintain a current organizational chart.
3. The District shall maintain a salary range for all full-time positions. A market analysis of park district salary ranges for similar jobs in park districts with like demographics should be completed no less than once every three years. The District must remain cognizant of the market to ensure that it remains competitive and retains qualified, experienced staff. This analysis can be completed by a number of methods, such as, utilizing IPRA's salary survey information, contacting like park districts for their salary information or contracting a private firm for a compensation study.
4. Consideration will be given to ensure salary ranges are wide enough to account for professional growth and or promotions.
5. The minimum of the salary range is the lowest salary the District will pay for the position. The maximum of the range reflects the highest salary the District will pay for the position.
6. Attention will be given to the starting salary in each salary range to ensure equity across the District. Ranges will be based on the levels of accountability and responsibility related to the job description. Both experience and academic background will be considered and used as a basis for the starting salary of a new employee.
7. It is important to recognize that annual wage and salary increases for employees are contingent upon the District's overall good financial health as well as the overall health of the District's resident economy. Thus, employees may not receive annual merit or COLA increases.

## **4.0 PERFORMANCE APPRAISAL**

1. Formal performance appraisals shall be conducted annually to assist in determining salary adjustments.

2. A standard form is to be used when evaluating performance to ensure accuracy and consistency regarding factors to be appraised and performance level definitions and measures.
3. Appraisals are to be made by the immediate supervisor having first-hand knowledge of the person being appraised, the circumstances under which they work and the nature of the work in order to obtain the most satisfactory results.
4. The performance appraisal process should include completion of the appraisal form and a performance appraisal interview to review the employee's performance to determine progress, potential and areas requiring improvement.
5. Upon establishment of the overall performance level and in conjunction with the salary increase budget and the employee's position within the salary range, a salary adjustment is recommended.

## **5.0 ANNUAL WAGE AND SALARY INCREASES**

### **1. Salary Recommendations**

A recommended salary adjustment must be initiated by the Executive Director. A summary of all proposed salary adjustments will be prepared each March and presented to the Personnel Policy Committee and then to the Park Board of Commissioners for approval.

### **2. Merit Increases**

A merit increase may be awarded to those employees who meet expectations as reflected in their annual performance review conducted in January of each year for the previous year's performance.

### **3. Cola Increases**

A COLA increase may be awarded to employees who meet expectations as reflected in their annual performance review conducted in January of each year for the previous year's performance. COLA increases are tied to the annual average consumer price index as reported by the U.S. Department of Labor in January of each year for the prior year's 12 months.

### **4. Promotional Increases**

A promotional increase is a permanent reassignment from a position evaluated in a lower salary range to another position evaluated in a higher salary range. When an employee is promoted, the new salary shall be at least at the salary range minimum of the higher salary range when resources permit.

### **5. Salary Adjustments for Demotions**

A demotion is a permanent reassignment from a position evaluated in a higher salary range to another position evaluated in a lower salary range.

### **6. Downgrades**

It is not the district's practice to reduce an employee's salary simply because of position re-evaluation into a lower salary range. This action is not considered a demotion and the employee's existing salary shall continue when resources permit, if approved by the Park Board of Commissioners.

### **7. Salary Range Adjustments**

Individuals whose salaries fall below a newly established or adjusted range minimum will be increased to the new minimum when resources permit.

### **8. Adjustments above Salary Range Maximums**

The salary range maximum does not in itself limit rewards to an employee whose performance is clearly well above position expectations. Accordingly, consideration may be

given to adjusting an individual's salary above the range maximum of the salary range in which the position is classified provided that:

- a) No promotional opportunity exists for the incumbent and the individual has demonstrated, beyond doubt, truly outstanding ability in the present position.
- b) The incumbent has not received a salary adjustment in the last 12 months.
- c) All such adjustments are authorized by the Park Board of Commissioners.
- d) The salary increase will not cause the employee's salary to exceed the range maximum of the next higher salary range.
- e) A merit bonus may be issued in lieu of a salary merit increase for those salaries that exceed the range maximum and do not require a salary adjustment. A merit bonus will be awarded for that year and doesn't become part of the aggregate salary.

9. New Hires

For new personnel hired, staff has the authority to employ a person in a position for a salary within the range upon approval of the Director. Any salaries offered outside of the range needs board approval prior to hiring. Instances such as these occur when an employee's qualifications exceed those normally required. The individual may be hired at a salary above range or to a new or revised position. A tentative description and evaluation must have been prepared and the establishment of the position authorized by the Board of Commissioners.

## **6.0 RESPONSIBILITIES**

In March of each year the Personnel & Policy Committee composed of two Board members and the Director and Superintendent of Finance & Personnel will meet to discuss the recommended salary increases for the new fiscal year. The Committee will review the list of district accomplishments along with the recommended salary ranges, and set percentages for merit and or COLA increases, if these are awarded. The committee reviews all of this information and then makes a final recommendation to the entire park district board. Below is a further outline of each's responsibilities.

1. Park Board of Commissioners

- a) Approve Salary Policy
- b) Approve overall salary structure increase percentages, salary policy ranges and total salary budget.
- c) Make disposition of salary policy exceptions.
- d) Provide annual performance evaluation for the Executive Director
- e) Approve annual salary increase for Executive Director

2. Executive Director

- a) Recommend overall salary structure increase percentages, salary ranges and total salary budget.
- b) Recommend revisions in salary budget.
- c) Forward to Park Board of commissioners recommended exceptions in district salary policy.

3. Superintendent of Finance & Personnel

- a) Develop data to support recommended overall salary structure increase percentages, total salary budget and revisions in salary policy or ranges.

- b) Advise the Executive Director regarding salary policy and the disposition of proposed exceptions.
- c) Maintain equitable relationships among all salary positions.
  - a. Provide guidance to management in the development, analysis and evaluation of positions.
  - b. Audit position relationships and organizations salary structure annually.
  - c. Complete relevant salary surveys periodically.
- d) Annually submit recommendations supported by cost information for revision of salary structure.
- e) Review all salary actions for consistency with district policies and forward exceptions according to policy.
- f) Recommend revisions in salary policy or procedures to maintain the program on a current basis.
- g) Summarize each period all salary adjustments.
- h) Communicate salary policy and range changes to appropriate management throughout the organization.