

**GENEVA PARK DISTRICT  
REGULAR SCHEDULED MEETING MINUTES  
SUNSET COMMUNITY CENTER – MARCH 17, 2025  
7:00 p.m.**

CALL TO ORDER

Commissioner Cullen called the meeting to order at 7:00 p.m.

ROLL CALL

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

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

Press: None

Guests: Recreation Coordinator Ally Paulson, Recreation Supervisor Kelly Wales, and Asst. Supt. of Recreation Kyle Donahue.

HEARING OF GUESTS

Executive Director Vickers introduced Ally Paulson to the Board of Directors as the new Recreation Coordinator. Supt. Bortner shared her background and Recreation Supervisor Kelly Wales expressed her excitement about Ms. Paulson joining the team.

READING OF MINUTES

Commissioner Cladis made a motion to approve the minutes from the Regular Scheduled Meeting of February 17, 2025, and the minutes from the Personnel Policy Committee Meeting from March 10, 2025. Commissioner Jones seconded. Four ayes. Motion carried.

CLAIMS AND ACCOUNTS

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

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Powell reviewed the February financial reports. The February investment report includes bonds sold in February. The revenue and expenditure is 83% through the fiscal year. Commissioner Jones made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Kaven seconded. Four ayes. Motion carried.

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

The media relations binder was passed around. Executive Director Vickers noted that the first couple of pages include photos of the new history wall put up in the entrance hallway. This project was completed in conjunction with the Geneva History Museum.

**OLD BUSINESS**

DRYDEN PARK TENNIS COURT COLOR COATING AND LINING

Supt. Gorra reminded the Board that the tennis courts at Dryden Park had previously been approved for resurfacing renovation. The next step is to color coat and line the courts. The district went to bid and received two bids. Supt. Gorra noted that both bidders use the same methods and materials but, the company with the higher bid is in Nebraska and will

outsource their jobs around the country. Commissioner Cladis asked how many companies are in the Midwest that do this type of work. Supt. Gorra reported that he knows of four. Commissioner Jones made a motion to approve the bid of \$23,700 for color coating and lining services for the tennis courts at Dryden Park to Midwest Sports Surfaces. Commissioner Kaven seconded. Four ayes. Motion carried.

## **COMMUNICATIONS**

Executive Director Vickers shared that included within the packet are proposed renovation drawings of the Sunset Community Center from 2020. These drawings are purely for information as there are current members on the Board who have not seen these proposed drawings. The staff has begun pursuing updates to the front of the Sunset Community Center as advised by the Board during the capital planning meeting and the staff does not intend on moving forward with full renovation plans. Executive Director Vickers asked the Board Commissioners to inform the staff if they intend to attend the IAPD Legislative Conference and/or the NRPA Conference. The Wine, Cheese, and Trees fundraising event between the Geneva Park District Foundation, Natural Resources Association, and Geneva Library was a huge success. The staff is finalizing the 2025/26 proposed budget and will present it to the Finance Committee on April 7<sup>th</sup> at noon, followed by a presentation to the full Board at the April 21<sup>st</sup> meeting.

## **FUTURE MEETINGS**

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

## **STAFF REPORTS**

### **SUPERINTENDENT OF PARKS & PROPERTIES**

Supt. Gorra reviewed the images in his report regarding the preliminary architectural design work on the front of the Sunset Community Center. Executive Director Vickers shared that installing skylights to the entrance hallway is an option as it would provide more light within the building which was an identified goal for the Board. Discussion occurred between the Commissioners and staff covering all three design options. The Commissioners identified the first image as their preferred design. Supt. Gorra shared that the Stone Creek Mini Golf building renovation project is wrapping up and expected to be completed by the end of this month. Commissioner Cullen asked about the flooring in the Orientation Barn at Peck Farm Park. Supt. Gorra stated that the current flooring is carpet. The staff is looking to put down a heavier laminate as it will be an easier surface to clean and maintain.

### **SUPERINTENDENT OF RECREATION**

Commissioner Cullen asked if there were any questions regarding Supt. Bortner's report. No questions were asked. Supt. Bortner pointed out that the Kids Korral renovation project's completion date has been pushed due to the flooring not being up to our standards. During installation, staff identified issues with the seams of the tiles. At no cost to the Park District, we will be receiving the same floor but, in a roll, instead of tiles.

## **NEW BUSINESS**

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

Supt. Gorra shared that the bids received were significantly higher than anticipated. Staff would like to defer this project. Executive Director Vickers stated that although the staff would like to reject the bids right now we are focused on the front façade of the building and will work the painting needed for this building into that project. Commissioner Jones asked how we communicate to the bidders that all bids are rejected. Executive Director Vickers stated that we will inform the bidders that the project will be rebid and the bids came in significantly higher than our cost estimate. Commissioner Cladis asked when the staff anticipates to move forward with this project. Executive Director Vickers stated that the project is funded in fiscal year 2025-26 and staff anticipates the project to be completed this next fiscal year. Commissioner Cullen made a motion to reject all bids as opened and read on March 7<sup>th</sup>, 2025 for the Sunset Community Center Exterior Renovations as bids exceeded budget for work. Commissioner Jones seconded. Four ayes. Motion carried.

### **2025 CONTRACTED MOWING BID RESULTS**

Supt. Gorra shared that the district went to bid for weekly contracted mowing services for 29 parks, totaling 98 acres. Five bids were read aloud at the public bid hearing with Uno Mas Landscaping of Elgin, IL being the lowest bidder.

Commissioner Jones asked if there were issues with the contract mowers last year. Supt. Gorra stated that park district staff determined that our contracted mowers last year were understaffed and couldn't keep up during the busy mowing months and in many instances, we had to send park district staff to cover. Executive Director Vickers reminded the Board Commissioners that the mowing bid is separate from the Spring Clean-Up bid. Commissioner Jones asked if we are in the right to terminate a contract during the season. Supt. Gorra responded yes, although it would be very difficult to find a replacement during peak season. Commissioner Jones made a motion to 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 to Uno Mas Landscaping. Commissioner Kaven seconded. Four ayes. Motion carried.

#### PERSONNEL & POLICY COMMITTEE RECOMMENDATIONS

Staff and Board agreed to move this discussion to executive session to discuss personnel 2(c)(1).

#### EXECUTIVE SESSION

Commissioner Cladis made a motion to move into Executive Session at 7:33 PM to discuss personnel 2(c)(1).

Commissioner Jones seconded. Four ayes. Motion carried.

The Board returned from Executive Session at 8:00 PM. Commissioner Cullen made a motion to approve the organizational chart; salary policy; full-time salary and wage ranges; part-time salary and wage ranges; and full-time salary pool of 3% which yields an average wage increase of 2.92% for full-time employees. Included in this figure is an annual increase for the Executive Director. Commissioner Kaven seconded. Four ayes.

#### ADJOURN

Commissioner Cladis made a motion to adjourn the meeting at 8:00 PM. Commissioner Jones seconded. Four ayes. Motion carried.

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Secretary, Board of Commissioners  
Geneva Park District

Submitted By: Nicole Vickers / Hannah Sterrick