

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
SUNSET COMMUNITY CENTER - APRIL 21, 2025
7:00 PM**

CALL TO ORDER

President Moffat called the meeting to order at 7:01 pm.

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

Press: None.

Guests: Aquatics & Facility Manager Joey Kalwat.

HEARING OF GUESTS

None.

READING OF MINUTES

Commissioner Jones made a motion to approve the minutes from the Regular Scheduled Meeting of March 17, 2025, and the Finance / Budget Committee Meeting Minutes from April 7, 2025. Commissioner Cladis seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

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

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Powell reviewed the March financial reports. Supt. Powell reported a new money market account with First Bank of Chicago at 4%. Revenues and expenditures are 92% through the fiscal year, and everything looks good and is on track. Also included are travel expenses for Board Commissioners Moffat and Cullen for their attendance at the IAPD Legislative conference. Commissioner Jones made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Cladis seconded. All ayes. Motion carried. Commissioner Kaven made a motion to approve travel expenses of \$786.00 for Board Commissioners Moffat and Cullen to attend the IAPD Legislative Conference. Commissioner Jones seconded. A roll was taken; Kaven-aye, Jones-aye, Cladis-aye, Cullen-aye, Moffat-aye. 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.

OLD BUSINESS

Affiliate Policy Review and Recommendations

Supt. of Recreation Bortner reviewed the current Geneva Park District Affiliate Policy. To be considered for affiliate status the group must provide the Geneva Park District; written by-laws/guidelines, a statement of purpose and description of activities, a list of officers and members/participants with mailing addresses, a draft list of at least 150 members which includes name, address, zip code, and park district residency, a proposed annual budget/financial statement, a certificate of insurance, and proof of "not-for-profit" status, if applicable. Supt. Bortner shared how the priority of field scheduling is assigned. Priority scheduling is as follows: park district programs, events, and rentals, affiliate groups with 100% Geneva Park District residency, affiliate groups with less than 100% Geneva Park District residency, and then the general public.

A table was provided to the Board that outlined the data gathered from 15 park districts, including Geneva. Commissioner Cladis asked why St. Charles Park District has 10 affiliate organizations, and if they run into issues with scheduling their fields. Supt. Bortner replied that St. Charles does not have a size requirement, and they fortunately have enough field space where they do not run into any issues while scheduling. Discussion then continued on all the other districts within the data and how they do or don't run into issues with rental space. They also discussed other sport affiliate possibilities. Geneva Park District is unique in requiring affiliates to have a minimum of 150 members. Supt. Bortner stated that groups that do not meet affiliate criteria are welcome to reserve fields through the standard rental process. He noted that two softball organizations that do not meet the requirements for affiliate status are renting fields at a reduced rate. Supt. Bortner then shared recommendations; maintain the 150 member requirement, remove 100% residency from the field scheduling priority list, add language to the policy stating that before January 1st of each year the start of the season will be determined, start of the season will be the first played game, from that decided date all affiliates will have 45 days before that date to submit facility requests, begin development on a new category for frequent renters, and explore a public facing field scheduling tool. President Moffat asked if the 45 days would be a rolling 45 days. Supt. Bortner responded no. Commissioner Jones asked if staff would consider a self-booking software. Supt. Bortner responded not immediately, as staff would like to ensure there weren't any issues with rescheduling for rainouts. President Moffat asked the Commissioners if there were any further questions or comments from each Commissioner. Commissioner Kaven agreed with the recommendations and the points Supt. Bortner also stated that allowing discounted rates for frequent renters was good. Commissioner Jones agreed with eliminating the 100% residency affiliate rule. Commissioners Cladis and Cullen agreed with the staff's recommendations and the 45-day facility request deadline. President Moffat thanked Supt. Bortner and his staff for a well thought out presentation and support the staff's recommendations. Commissioner Jones made a motion to approve the recommendations put forth by the Geneva Park District staff for the affiliate policy. Commissioner Kaven seconded. All ayes. Motion carried.

COMMUNICATIONS

Supt. Powell reviewed Executive Director Vicker's report. Staff have been working diligently on the balanced budget and with be providing an overview presentation for the Board. Work continues on the Winding Creek development project for which the district was awarded a \$600,000 OSLAD grant. Construction documents are nearing completion, and we look forward to going to bid in the near future. Construction is slated to begin in the fall. Commissioner Jones asked if we should anticipate any issues with tariffs. Supt. Powell responded, yes. The architects will consider the tax increase due to tariffs and will make necessary adjustments. President Moffat reminded the Board to complete their Economic Statement of Interest before May 1 and to inform staff before May 12th if they anticipate attending the national conference in September.

FUTURE MEETINGS

GPD Foundation Meeting (Annual and Regular)	May 1, 2025	7:00 PM
Recreation Committee Meeting	May 12, 2025	5:00 PM
Regular and Annual Scheduled Board Meeting	May 19, 2025	7:00 PM

STAFF REPORTS

SUPERINTENDENT OF RECREATION

Supt. of Recreation Bortner shared a few highlights from his report. He informed the Board that staff would like to install shade options at Sam Hill ballfields despite the uncertain future of the fields, as the Park District leases the land from the City of Geneva, and the city is looking at other options for the land. Staff believe that the investment in shade would be very beneficial. Supt. Bortner proposed a new beer forward special event at Peck Farm Park, which would be held in conjunction with Winter Wonder Lights called Lights & Flights. The event would take place on December 13th and aims to enhance Winter Wonder Lights and bring in a new audience. The event would feature tastings from multiple local breweries, with BASSETT-certified staff pouring samples. Each participant would receive a set number of pours, and a designated driver option would be available. Supt. Bortner asked for Board feedback. All Commissioners were in favor of the new event idea. President Moffat shared that he was pleased to see the strong membership numbers at both BestLife Fitness Centers. Commissioner Jones stated that the numbers for open gym are down and asked why that could be. Aquatics & Facility Manager Kalwat shared that we have seen a decline over the last three months in open gym directly related to pickleball, but it seems to be leveling off, and numbers for both Pickleball programming and leagues remain strong. Discussion ensued amongst the Board and staff regarding the surrounding Pickleball locations.

SUPERINTENDENT OF PARKS & PROPERTIES

President Moffat asked if there were any questions for Supt. Gorra. Commissioner Jones asked if the projected \$1.2M quote for the tennis courts at the high school is expected to be split with the school district. Supt. Gorra reported that the last time the courts were resurfaced, the cost was split. From his understanding, the project this time is expected to be a complete rebuild opposed to a renovation. The pre-engineering price projection is \$ 1.2M. President Moffat stated that in the years passed, the park district has always covered all costs for the playground and split costs for the tennis courts. A concern could be that if we don't split evenly with the school district, would they eliminate community usage. Commissioner Jones shared that as a neighbor of the high school and tennis courts, community usage is significantly lower than school usage. Discussion continued amongst the Board regarding how often all courts get used at once and the possibilities of turning a couple of courts into Pickleball courts.

NEW BUSINESS

Proposed Budget FY 2025 - 2026

Supt. of Finance & Personnel Powell gave a PowerPoint presentation of the Proposed Budget FY 2025-2026 that started with our mission statement. Supt. Powell reviewed the calendar in regards to the budget, meetings, drafts, final drafts etc. The finance committee, consisting of President Moffat and Commissioner Jones, reviewed the budget on April 7th. Supt. Powell summarized each section of the budget, highlighting various changes made in the budget from last year to this year, as well as increases/decreases in various funds in this budget compared to last year's budget. Supt. Powell went over the various revenue sources that make up the district's revenue budget, highlighted the many services that the district offers, and explained the breakdown of the tax bill. Supt. Powell shared the list of capital projects for FY 2025-2026. Reviewed the general, recreation, and special funds. With no questions, Commissioner Cladis made a motion to approve the Proposed Budget FY 2025–2026 as presented. Commissioner Kaven seconded. A roll call vote was taken. Kaven-aye, Jones-aye, Cladis-aye, Cullen-aye, Moffat-aye. All ayes. Motion carried.

Budget and Appropriation Ordinance #2025-04 (Draft)

Supt. of Finance & Personnel Powell highlighted the draft ordinance and reviewed the information with the Board. The ordinance will be presented at a Public Hearing on May 19, 2025, at 7:00 pm and presented for approval at the May 19, 2025, Regular Board Meeting. The budget ordinance will be available for public review for more than 30 days.

Playhouse 38 Lease Agreement

President Moffat asked if there were any questions. Commissioner Kaven made a motion to approve the year two option and approve the one-year extension of the lease agreement. Commissioner Cullen seconded. Ally ayes. Motion carried. President Moffat shared that he has noticed the great improvement at Playhouse 38 and appreciates the expansion in all areas at the facility.

Sunset Pool Main Water Distribution Pipe Replacement

President Moffat asked if there were any questions. Commissioner Jones made a motion to approve the expenditure of \$13,719 to Helm Mechanical for the replacement of the main water distribution pipe at Sunset Pool. Commissioner Cladis seconded. All ayes. Motion carried.

Spring Landscape Clean-up

President Moffat asked if there were any questions. Commissioner Cladis made a motion to approve the proposal from Delia & Bros. Landscaping in the amount of \$14,700 for the contractual spring landscape clean-up services at Stephen Persinger Recreation Center, Sunset Park and Pool, and Moore Park. Commissioner Jones seconded. All ayes. Motion carried.

Ford Maverick Hybrid Purchase

President Moffat asked if there were any questions. Commissioner Jones made a motion to approve the purchase of a new 2025 Ford Maverick Hybrid from Brad Manning Ford in the amount of \$28,514. Commissioner Cullen seconded. All ayes. Motion carried.

Wheeler Park Ballfield Fence Repairs

President Moffat asked if there were any questions. Commissioner Jones made a motion to approve the expenditure of \$14,375 to Fence Masters for backstop repair and the addition of player's bench fencing at Wheeler Park ball field. Commissioner Kaven seconded. All ayes. Motion carried.

StarGuard Elite Flat Fee Contract

President Moffat asked if there were any questions. Commissioner Cladis made a motion to approve the proposal from StarGuard Elite in the amount of \$11,250, for the flat fee pricing contract for aquatic risk management services for the 2025 pool season. Commissioner Jones seconded. All ayes. Motion carried.

ADJOURN

Commissioner Cullen made a motion to adjourn the meeting at 8:34 pm. Commissioner Jones seconded. All ayes. Motion carried.

Secretary

Submitted By: Nicole Vickers / Hannah Sterrick