

**GENEVA PARK DISTRICT  
REGULAR SCHEDULED MEETING MINUTES  
August 15, 2022  
7:00 pm**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:04 pm.

ROLL CALL

President Frankenthal called for the roll. Commissioner Cullen, Commissioner Cladis, Commissioner Lenski, Vice President Moffat and President Frankenthal all answered present.

Staff members present were Executive Director Sheavoun Lambillotte, Supt. of Parks & Properties Carl Gorra, Supt. of Finance & Personnel Christy Powell, Supt. of Recreation Nicole Vickers and Executive Administrative Assistant Leslie Zimmerman.

Press: None.

Guests: Kyle Donahue, Geneva, IL

HEARING OF GUESTS

READING OF MINUTES

Vice President Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of July 18, 2022 with the changes noted. Commissioner Lenski seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Vice President Moffat made a motion to approve the claims and accounts as presented. Commissioner Lenski seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Powell reviewed the July financial reports. Supt. Powell reviewed the investment report and noted that the interest rate is above 1%! Supt. Powell reported the purchase of a CD for 3%. Revenues and expenses are on track.

Vice President Moffat made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Cladis seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

Executive Director Lambillotte passed around the media binder for all to review.

**OLD BUSINESS**

UP Railroad Third Rail Project Update

Executive Director Lambillotte advised that UP is not ready to start in August per the City of Geneva. There are issues to work out with the State of Illinois, and UP is unsure at which location the work will begin. Ms. Lambillotte advised that per the Memorandums of Agreement, the UP will be installing a significant barrier between the work site and our property, plus permission to cut back the landscape area at Dryden Park as it relates to the tracks, and asked that a member of our staff be onsite to oversee when cutbacks of landscaping are made. We also asked for sufficient notice when they plan to close Western Avenue; we have asked that the work not be done during the summer when the pool is open.

### Mill Creek Community Park OSLAD Grant Resolution of Authorization

Executive Director Lambillotte reviewed the resolution, explaining that when we apply for the grant, we have the funds to pay for our portion of the project, the Board is aware of the project, and the project will be completed under the guidelines of the IDNR. Vice President Moffat reported that he was very happy to see patrons playing pickleball at the park.

Vice President Moffat made a motion to approve the Resolution of Authorization for the Mill Creek Community Park OSLAD Grant. Commissioner Lenski seconded. All ayes. Motion carried.

### **COMMUNICATIONS**

Executive Director Lambillotte advised the Board that Commissioners Cladis and Lenski are up for re-election and packets will be made available. The new Dryden Park playground equipment is due to be delivered in mid-September. Staff and Board need to pick a date for the Capital Planning meeting. Would like to restart the process of a community survey; the last survey was completed in 2016. Ms. Lambillotte will invite representatives of the survey company to the Capital Planning meeting. The Board will send Ms. Lambillotte their available dates and times for the Capital Planning meeting. Work continues on the Sunset Bathhouse Renovation. Documents are being put together to go out to bid. We are in the process of closing out the grant paperwork for the Island Park Bridge project. We haven't heard anything back from the Army Corps of Engineers regarding the overlook deck at Old Mill Park; we have reached out to IAPD and local legislators for their assistance. Vice President Moffat suggested contacting Lauren Underwood for her assistance. We are in the process of switching our park sign order for Sam Hill Park so we can have the dedication this fall. Vice President Moffat commented that he is very happy with the Media Relations Binder – a big improvement!

### **FUTURE MEETINGS**

Autumn Fair Committee Meeting	August 23, 2022	7:00 PM
Foundation Board Meeting	September 13, 2022	7:00 PM
Regular Scheduled Board Meeting	September 19, 2022	7:00 PM

### **STAFF REPORTS**

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

Supt. Gorra reviewed his report. Supt. Gorra reported that our college kids will be gone by the end of the week; however, three new long-term seasonals have been hired. Larry Gabriel will be joining the department this fall, part-time! Geneva hosted the MIPE meeting in August; Ken Kerfoot gave the presentation. Carl stated that we will not be using coal-tar-based sealcoating products anymore due to environmental issues and supply chain difficulties. We will now be using an asphalt-based sealcoating. Staff have started replacing ceiling tiles at the orientation barn. The insulation above the tiles also needs to be replaced. Black Gold Septic will replace a section of sewer line at the Island Park pavilion; this will happen in October. An aged log-step feature at Hawks Hollow needs to be replaced. We are looking at a swing hammock which will fit in nicely with the park. At Island Park, the adventure raft is broken beyond repair. We will replace with a comet spinner that should be here within a week. New base anchors will be going in at Peck athletic fields and will eventually be installed in all ballfields. The lights around the sculpture at Old Mill are not working; will be replaced by Peters Electric who will be mindful of the Night Sky Initiative. Lake Country Sign has provided a mock-up of what could be at South Street / Sam Hill Park. This could be produced as early as September. We are ordering our potting mix for the spring now as peat moss will be in short supply. More manure has been brought out to the garden plots. The City of Geneva will be supplying us with leaves that will compost during the winter. Vice President Moffat asked about the compost mix – should we have a composting strategy? Should we prefer that from our vendors? Supt. Gorra will research what we can do both internally and externally as well as what other park districts are doing now. Supt. Gorra advised this is a long-term project.

#### **SUPERINTENDENT OF RECREATION**

Supt. Vickers advised resident registration began August 9 with non-resident registration starting August 16. The fitness centers will be closing for annual cleanings at the end of August. Camps have ended for the season. The Rec Committee will see the camp report soon. Pre-school is preparing to start on August 22; the majority of classrooms are almost full. One more event of the season – cook-out at Hathaway Park. Attendance at the events has been great. The pools are coming to the end of the season. Mill Creek closed on August 14; Sunset will be open until September 5. We received our final audit on Saturday which was a 5-star audit. This is Joey's 7<sup>th</sup> 5-star audit in a row! The Moore Park

spray ground will remain open on the weekends through September. Hawks Hollow will stay open until weather dictates closure. Nearly \$5,000 in donations at the Butterfly House. The 2<sup>nd</sup> garden party at the Community Gardens will be held August 18. President Frankenthal asked how much food had been donated from the Community Gardens. Supt. Vickers advised that there is a tally being kept and when the gardens close for the season those numbers will be available. Fitness center membership and revenue is down at both facilities. However, those with memberships are participating as foot traffic has increased. Supt. Vickers advised members have been notified of the increase in fees. Mini Golf had a great July. Mill Creek Pool had an increase in usage in July. Repairs will begin this week at Mill Creek Pool.

## **NEW BUSINESS**

### Audit Transfer – Resolution #2022-03

Supt. of Finance & Personnel Powell stated that at the end of each fiscal year, the District transfers a portion of any surpluses remaining for the year from the General and Recreation Fund to the Capital Fund in the form of an Audit transfer. She then reviewed the breakdown of the \$1,350,000 transfer highlighting different projects the funds will be used for with the remaining funds going into the individual funds' respective fund balance. Vice President Moffat made a motion to approve the Audit Transfer Resolution #2022-03 authorizing transfer of unexpended funds. Commissioner Cladis seconded. A roll call vote was taken. Cullen-aye, Cladis-aye, Lenski-aye, Moffat-aye and Frankenthal-aye. All ayes. Motion carried.

### Surplus Property Disposal – Ordinance #2022-04

The ordinance grants the Park District formal permission to dispose of surplus property. The property is often traded in for replacement vehicles or equipment, auctioned off, recycled or simply disposed of. Commissioner Cladis asked about the auctioning of mowers. Vice President Moffat made a motion to approve the Surplus Property Disposal Ordinance #2022-04 as presented. Commissioner Lenski seconded. A roll call vote was taken. Cullen-aye, Cladis-aye, Lenski-aye, Moffat-aye and Frankenthal-aye. All ayes. Motion carried.

### Garden Park Renovation Bid Results

Supt. of Parks and Properties Gorra reported the bids for the Garden Park Renovation project were opened August 9. The goal of the renovation is to replace landscape plantings, walkways and site furnishings. Four bids were received with the low bid coming from D & J Landscaping, Inc. at 288,787 plus the colored concrete addition of \$7,500 for a total of \$296,287. As a reminder, the City of Geneva will be responsible for half of the cost of the project. Discussion ensued regarding D & J Landscaping.

Commissioner Lenski made a motion to approve D & J Landscaping, Inc. for the Garden Park Renovation project in the amount of \$296,287.00. Commissioner Cullen seconded. All ayes. Motion carried.

### Sealcoating Bid Results

Supt. of Parks & Properties Gorra reviewed the project details and reported the bids for the 2022 Sealcoating Projects were opened August 9. Three bids were received with the low bid coming from MML at \$50,100. Commissioner Cladis made a motion to approve MML's bid in the amount of \$50,100 as presented. Vice President Moffat seconded. All ayes. Motion carried.

## ADJOURN

Vice President Moffat made a motion to adjourn the meeting at 8:12 pm. Commissioner Lenski seconded. All ayes. Motion carried.

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Secretary

Submitted By: Sheavoun Lambillotte / Leslie Zimmerman