

**GENEVA PARK DISTRICT  
REGULAR SCHEDULED MEETING MINUTES  
July 18, 2022  
7:00 pm**

CALL TO ORDER

President Frankenthal called the meeting to order at 7:02 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, Asst. Supt. of Recreation Elliott Bortner, Executive Administrative Assistant Leslie Zimmerman, Facility Manager Jim Huetson and Aquatics and Facility Manager Joey Kalwat.

Press: None.

Guests: None.

HEARING OF GUESTS

READING OF MINUTES

Vice President Moffat made a motion to approve the minutes from the Regular Scheduled Meeting of June 20, 2022. 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 Cullen seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Powell reviewed the June financial reports. Supt. Powell reported that the investment report is still not as high as the fed fund rate but it is slowly moving up. We received the first installment of real estate taxes. The auditors were in last week and everything went smoothly. In August, the audit transfer will be brought forward and the auditors will present the final CAFR in September.

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

APPROVAL OF THE AGENDA

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

CORRESPONDENCE

**OLD BUSINESS**

Sunset Pool Bathhouse Renovation Plan Review

Executive Director Lambillotte reviewed the bathhouse renovation plans presented in the packet. Director Lambillotte reminded the Board that IDPH codes stipulate that bathhouses reflect the number of showers equaling the bather load. With that in mind, we are concentrating on updates of existing as well as adding family changing areas. President Frankenthal asked if the District is compliant regarding access and egress. Executive Director Lambillotte responded that yes, we are compliant. Vice President Moffat suggested installing outdoor showers in addition to the indoor showers. Discussion ensued regarding patron entrances, landscaping, building layout and cost. Approval was given by the Board to proceed with the bidding of the project.

## **COMMUNICATIONS**

Executive Director Lambillotte advised the Board about the passing of longtime Geneva Park District supporter, Sam Hill. Sam was a Park District Board member for eight years and a Park District Foundation member for 23 years as well as an Alderman with the City of Geneva. The Board reminisced about the community service of Sam Hill and suggested naming a park after him. Vice President Moffat suggested renaming the South Street Athletic Fields to the Sam Hill Athletic Fields. Staff is reviewing the information from Dark Sky Initiative. Mill Creek Pool kiddie pool has a leak that will need to be repaired after the pool closes in September. Garden Club bids will be opened August 9. Concerts in the Park are back at River Park. Discussion ensued whether the concerts should stay at River Park or move back to SPRC. Vice President Moffat added that perhaps local merchants near River Park could put up a flyer / poster advertising the concerts to drive more foot traffic as well as generate business in the downtown area. Wheeler Park bathroom renovations are complete. Work continues with plans to apply for an OSLAD grant; waiting for the State to release the dates to apply.

## **FUTURE MEETINGS**

GPD Foundation Board Meeting	July 26, 2022	7:00 PM
Regular Scheduled Board Meeting	August 15, 2022	7:00 PM

## **STAFF REPORTS**

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

Supt. Gorra reviewed his report. Supt. Gorra reported that all positions have been filled! We will still look for a few more seasonal employees as funding and schedules allow. The remaining outbuildings on the Peterson Property have been demolished and removed. The repair of the eroding shoreline at Old Mill Park has been completed. Great Lakes Urban Forestry has completed the tree inventory for the year; over 400 trees were inventoried. Information gathered through the inventory will be used to determine which trees are placed into our upcoming tree pruning bid. Baseball / softball season is slowing down so staff is getting caught up on field maintenance. Moore Park Sprayground gates are currently being repaired. Staff is fitting the gates with spring closers to meet IDPH regulations. The Hawks Hollow sprayground controller has failed; we are awaiting a price and availability to replace. Until the replacement arrives and is installed, the sprayground is operating in a basic mode. Staff is busy removing weeds at Peck Farm. Staff is also busy maintaining our annual flower beds and landscaping across the District.

### **SUPERINTENDENT OF RECREATION**

Asst. Supt. Bortner reviewed his report. The fall brochure is at the printers and scheduled to be online next week with mail delivery after. GBA has concluded their spring season; tryouts for fall travel season were this week. In addition to the concerts in the park, movies in the park have also been performing well. All camps are going very well, including the unique camps such as pretty princess camp. Swedish Days was a success with Geneva's Got Talent and the 3-on-3 basketball tournament which was held inside at SPRC due to the weather. Seasonal facilities continue to remain very busy. The lifeguards have completed their second safety audit of the season – another 5-star audit!! Asst. Supt. Bortner reviewed membership and revenue numbers; we are continuing to recover from Covid. Vice President Moffat suggested offering a free pass to use our facilities when booking a children's birthday party.

## **NEW BUSINESS**

### **Sunset Racquetball and Fitness Center Annual Report**

Sunset Community Center (SCC) Facility Manager, Jim Huetson, reviewed the SCC annual report. Mr. Huetson highlighted the breakdown of memberships, member and guest usage, court usage and finances. Mr. Huetson reported that we were still adjusting to Covid but we did not have any shutdowns due to Covid this year. We have begun to rebound from Covid and are seeing an upswing in memberships and revenues. Personal training has returned to pre-Covid numbers; a new trainer has been hired. Mr. Huetson reported they are updating the membership training manual as well as keeping staff up-to-date on training.

Vice President Moffat made a motion to approve the 2021 / 2022 Sunset Community Center Annual Report and the recommendations as presented. Commissioner Lenski seconded. All ayes. Motion carried.

#### Stephen D. Persinger Recreation Center Annual Report

Stephen D. Persinger Recreation Center (SPRC) Facility Manager, Joey Kalwat, reviewed the SPRC annual report. Mr. Kalwat also highlighted the breakdown of memberships, member and guest usage and finances. Mr. Kalwat reported that we are rebounding from Covid and seeing an upswing in memberships and revenues. Pickleball continues to grow. Mr. Kalwat also reviewed the marketing campaigns from the past year as well as upcoming campaigns.

Mr. Huetson and Mr. Kalwat recommended a 10% increase to all memberships as well as a \$1.00 increase in daily visit fees. They reminded the Board that there hasn't been a fee increase since 2018. With increases in staff wages, utilities and supplies, Mr. Huetson and Mr. Kalwat feel the increase is not only warranted but is in keeping with other Park Districts / private gyms in the area. Mr. Huetson and Mr. Kalwat also recommended addressing towel service. Towel service was discontinued during Covid and staff asked for Board direction as to whether or not to bring back the service. After much discussion, it was determined that towel service would be discontinued. Mr. Huetson and Mr. Kalwat suggested making these changes effective September 1, 2022. Vice President Moffat was concerned that the front desk staff would be burdened by patrons who are not happy with the changes. Mr. Huetson advised that all front desk staff will be well trained to handle such situations.

Vice President Moffat made a motion to approve the 2021 / 2022 Stephen D. Persinger Recreation Center Annual Report and the recommendations as presented with the change to the towel service recommendation. Commissioner Lenski seconded. All ayes. Motion carried.

#### Sandholm Woods Renovation Bid Results

Supt. of Parks and Properties Gorra reported the bids for the Sandholm Woods Renovation project were opened June 26. The goal of the renovation is to replace landscape plantings, the gazebo and shrub maze. Five bids were received with the low bid coming from Hacienda Landscaping, Inc.

Commissioner Lenski made a motion to approve Hacienda Landscaping, Inc. for the Sandholm Woods Renovation in the amount of \$125,930.00. President Frankenthal seconded. All ayes. Motion carried.

#### ADJOURN

Vice President Moffat made a motion to adjourn the meeting at 8:45 pm. Commissioner Lenski seconded. All ayes. Motion carried.

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Secretary

Submitted By: Sheavoun Lambillotte / Leslie Zimmerman