

**GENEVA PARK DISTRICT  
REGULAR SCHEDULED MEETING MINUTES  
November 17, 2025, at 7:00 PM  
Sunset Community Center**

CALL TO ORDER

President Moffat called the meeting to order at 7:02 PM.

ROLL CALL

President Moffat called the roll. Commissioner Kaven, Commissioner Jones, Commissioner Cladis, Vice President Cullen (remote), and President Moffat all answered present.

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

Guests: Asst. Supt. of Recreation Kyle Donahue.

Press: None.

HEARING OF GUESTS

None.

READING OF THE MINUTES

Commissioner Jones moved to approve the October 20, 2025, Regular Meeting Minutes, November 3, 2025, Capital Planning Meeting Minutes, and the November 5, 2025, Recreation Committee Meeting Minutes. Commissioner Kaven seconded. All ayes. Motion carried.

CLAIMS & ACCOUNTS

Commissioner Cladis moved to approve the claims and accounts as presented. Commissioner Jones seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Powell asked if there were any questions regarding her report. No questions asked, Commissioner Jones made a motion to approve the Treasurer's and Supt. of Finance report. Commissioner Cladis seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA

Commissioner Cladis moved to approve the agenda as presented. Commissioner Kaven seconded. All ayes. Motion carried.

CORRESPONDENCE

The media relations binder was passed along.

## **OLD BUSINESS**

### TAX LEVY ORDINANCE #2025-08 (2<sup>ND</sup> DRAFT)

Supt. of Finance & Personnel Powell presented a second draft to the Board with no changes to the Tax Levy Ordinance #2025-08. This draft will be approved at the December Board Meeting.

### WINDING CREEK PARK SPLASHPAD EQUIPMENT PURCHASE

Commissioner Jones made a motion to approve the purchase of the splashpad equipment for Winding Creek Park in the amount of \$48,657. Commissioner Kaven seconded. All ayes. Motion carried.

### WINDING CREEK PARK FITNESS EQUIPMENT PURCHASE

Commissioner Jones made a motion to approve the purchase of the fitness equipment for Winding Creek Park in the amount of \$30,229. Commissioner Jones seconded. All ayes. Motion carried.

### DRYDEN PARK BALL FIELD FENCING REPAIR

Supt. Gorra stated that most of the fence repair is due to the fence fabric. Taller posts will be installed to allow for shade cloths. Commissioner Kaven made a motion to approve the expenditure of \$18,600 to Fence Masters to repair the fencing at Dryden Park. Commissioner Jones seconded. All ayes. Motion carried.

### INFIELD RENOVATION AT STANLEY A. ESPING PARK

Executive Director Vickers reminded the Board that they saw the purchase of the infield mix at October's Board meeting. Commissioner Jones made a motion to approve the expenditure of \$29,800 to Sportsfields Inc. for the infield renovation of the Stanley. A. Esping Park baseball field. Commissioner Kaven seconded. All ayes. Motion carried.

## COMMUNICATIONS

Winding Creek Park was presented to the City of Batavia Plan Commissioner in November with very few questions or comments. The project will go to bid on November 18, 2025.

The Request for Proposal for the Master Plan has been released. In the coming months, more about the process will be shared with the Board. Commissioner Cladis asked who had asked for the Master Plan RFP. Executive Director Vickers stated that 20 different consulting firms have requested the Master Plan RFP. Also stating that staff will look closely at the qualifications of the companies and complete an interview process when choosing a firm.

The IAPD/IPRA Soaring to New Heights Conference will be held January 29-31, 2026, at the Hyatt Regency in Chicago, Illinois. Board members intending to go need to inform staff, as Board expenses will be brought to the December meeting.

The Park District was the proud recipient of the "Chamber Champion" award at the Geneva Chamber of Commerce annual awards dinner.

Plans are moving forward for the annual Wine, Cheese, and Trees event, to be held on February 28<sup>th</sup>, 2026. This event is a collaboration between the Natural Resource Committee, Geneva Parks Foundation, and the Geneva Library Foundation.

#### FUTURE MEETINGS

Regular Scheduled Meeting	December 8	7:00 PM
Foundation Regular Meeting	January 13	7:00 PM

#### **STAFF REPORTS**

##### SUPERINTENDENT OF PARKS & PROPERTIES

Supt. Gorra briefly explained the “drill and fill” turf maintenance operation completed at the Peck athletic fields and Mill Creek Community Park baseball field. The specialized machinery used aerates the fields. This type of aeration helps the heavily used field’s turf grow stronger.

##### SUPERINTENDENT OF RECREATION

Supt. Bortner shared that Playhouse 38 adult productions were recommended by the Lou Awards Committee. This committee supports local theatres in North and Northwest Illinois and nominates actors and tech crews for different awards. Supt. Bortner also identified an error in his report, stating that the October 2024 SPRC guest fees and vending machine sales reflected year-to-date dollar amounts.

#### **NEW BUSINESS**

##### RECREATION COMMITTEE REPORT

Commissioner Kaven asked what expenses were captured under “public info.” Supt. Bortner explained that the category included the cost of printing the brochure as well as the graphic design work for the Park District’s website. Board members and staff then discussed whether it was necessary to deliver a physical brochure to every home within the Geneva Park District boundaries, and whether offering an opt-in option could help reduce costs. Staff noted that they continually look for ways to save money and will keep discussing this topic with the Board. Supt. Bortner provided a few highlights from the spring and summer 2025 seasons. With no further questions, Commissioner Cladis moved to approve the Recreation Committee Report for spring and summer 2025 and the recommendations for 2026 as presented. Commissioner Jones seconded. All ayes. Motion carried.

##### ARCHITECTURAL SERVICES FOR PLAYGROUND REPLACEMENTS

Commissioner Jones made a motion to approve the expenditure of \$38,350 to Upland Design for architectural services for the replacement of playgrounds at both Williamsburg Park and Randall Square Park. Commissioner Kaven seconded. All ayes. Motion carried.

##### SUNSET POOL NEW SHADE STRUCTURE

Vice President Cullen stated that she was glad to see additional shade at the pool and asked if the shade would be a permanent structure. Executive Director Vickers stated yes, and it should last 15-20 years. Commissioner Jones made a motion to approve the addition of a shade structure at Sunset Pool for \$28,500. Commissioner Kaven seconded. All ayes. Motion carried.

#### EXECUTIVE SESSION

At 7:49 PM, Commissioner Kaven made a motion to move into executive session under section 5ILCS 120/2 (c) (21) to review executive session minutes and section 5ILCS 120/2 (c) (11) to discuss litigation. Commissioner Jones seconded. All ayes. Motion carried.

The board returned to open session at 8:03 PM. Commissioner Kaven made a motion to approve executive session minutes dated May 19, 2025 as presented; and approve the release of executive session minutes dated June 20, 2011, July 18, 2011, October 17, 2011, March 19, 2012, April 16, 2012, May 21, 2012, December 14, 2015, February 15, 2016, March 20, 2017, June 19, 2017, May 21, 2018, March 31, 2020, April 20, 2020, June 15, 2020, October 19, 2020, January 18, 2021, March 11, 2021, November 18, 2024, March 10, 2025, and March 17, 2025 for public viewing and the disposal of tapes of previously released minutes 18 months and older. Commissioner Cladis seconded. All ayes. Motion carried.

#### ADJOURN

Commissioner Cullen made a motion to adjourn at 8:03 PM. Commissioner Kaven seconded. All ayes. Motion carried.

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Secretary

Submitted by: Nicole Vickers / Hannah MacArthur