

**GENEVA PARK DISTRICT  
REGULAR SCHEDULED MEETING MINUTES  
January 19, 2026  
7:00 PM**

CALL TO ORDER

President Moffat called the meeting to order at 7:00 pm.

ROLL CALL

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

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

Press: None

Guests: Dannie Wilson, Marisa Urbina, and Elsa Fischer, presenting for BerryDunn, and Michelle Kelly, Frank Parisi, Tessa Andreasen, Jessie Flatley, presenting for Upland Design Ltd.

HEARING OF GUESTS

Executive Director Vickers recognized Supt. Christy Powell, for her 20 years of service at the Geneva Park District, and has always worked in the best interests of the district. Staff and Board also shared their thanks and gratitude for Supt. Christy Powell.

READING OF MINUTES

Vice President Cullen made a motion to approve the minutes from the Regular Scheduled Meeting of December 8, 2025, as presented. Commissioner Cladis seconded. Four ayes. Motion carried.

CLAIMS AND ACCOUNTS

Vice President Cullen 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

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

APPROVAL OF THE AGENDA

Commissioner Cladis made a motion to approve the move of the Comprehensive and Strategic Plan Presentations from BerryDunn and Upland Design Ltd. to follow correspondence. Vice President Cullen seconded. Four ayes. Motion carried.

CORRESPONDENCE

Executive Director Vickers passed around the Media Relations Binder.

COMPREHENSIVE AND STRATEGIC PLAN PRESENTATIONS

Executive Director Vickers shared with the Board that over the past couple of months, staff have been preparing to start the Master Plan process. The district submitted a request for proposal for comprehensive and strategic plans. Seven submissions were received. Staff evaluated the proposals and invited three firms to interview and invited two firms to present to the Board of Commissioners: BerryDunn and Upland Design Ltd. Both firms presented individually to the Board, followed by questions from the Commissioners. After the presentations were complete staff solicited feedback from the Commissioners. The Board unanimously agreed that both firms would provide a solid road map for the district and trust the staff to make a decision that is best for the district. Executive Director Vickers stated that staff will make a decision and then negotiate that decision with the chosen firm. Executive Director Vickers thanked the Board for their support.

**OLD BUSINESS**

**WINDING CREEK PARK DEVELOPMENT BID RESULTS**

Executive Director Vickers prefaced that over the last several months, the district has purchased the shade structure, playground, fitness, and splashpad equipment for the park. The bids came in right around \$1.5M, making the district under budget for this project. Supt. Gorra shared that the district has worked with low bidder Hacienda Landscaping before. Reference checks verified timely and high-quality work completed on similar jobs. Staff recommend accepting the alternate bid to include the viewing binoculars and rejecting the alternate for natural area maintenance, as the district works with a more economical contractor, and the alternate for narrowing the concrete path, as that alternate was added in case the bid exceeded the budget. Commissioner Kaven made a motion to approve the expenditure of \$1,517,719.00 to Hacienda Landscaping for the development of Winding Creek Park. Vice President Cullen seconded. Four ayes. Motion carried.

**SPRC MEN'S STEAM ROOM RENOVATION BID RESULTS**

Supt. Bortner stated that during the fitness center shutdown in August, staff discovered sagging on the bench in the men's steam room at SPRC. Upon investigation, the staff determined that it was a structural issue and contracted a company to complete the demolition of the room. The room is now down to the studs, and FGM Architects has been contracted to redesign the steam room, including the bench, tile work, water features, and fixtures. Staff went out to bid to complete the work with three alternates. Staff is recommending to reject all alternates. Alternate one was to replace the tiles outside the steam room to match the new tiles. Alternate two was to replace the door. Alternative three was to replace the studs connected to the shower. Although the studs connected to the shower will need to be replaced at some point, it is not imminent at this time. Commissioner Cladis asked how long the studs will last. Supt. Bortner stated that FGM Architects are confident that the studs would last with an applied protective coating, and there is no urgency to replace them. Six bids were received. The first lowest bidder, AM-Finn, was received via email and did not include any alternate numbers, not following the Geneva Park District requirements of all bids received in a sealed envelope and no acknowledgment of the alternates. Staff recommends to the Board to reject the bid from AM-Finn and accept the next lowest bid from Algat Enterprises Group Inc. and reject all alternates. Vice President Cullen asked how long the steam room has been closed, if staff have received comments from members, and when the project is expected to be completed. Executive Director Vickers stated that the steam room is heavily used and certainly concerns have been voiced, but people have exercised great patience. It has been closed for roughly four months, and we expect the project to be completed in February. Commissioner Kaven made a motion to reject the bid from AM-Finn for not meeting the bid requirements. Commissioner Cladis seconded. Four ayes. Motion carried. Commissioner Cladis made a motion to approve the bid from Algat Enterprises Group Inc. in the amount of \$77,777.00 and reject all three alternates. Vice President Cullen seconded. Four ayes. Motion carried.

**COMMUNICATIONS**

Executive Director Vickers shared with the board that preparations for the playground replacement at Randall Square and Williamsburg Parks are underway. In collaboration with Upland Design, staff displayed playground concepts and features, which were presented to neighborhood residents to gather input during an open house meeting earlier this evening. Staff and Board committee members will meet later this month to review the Short/Long-Range Plan. Documents and minutes from the Short/Long-Range Committee meeting will be provided in the February Board packet. Unfortunately, the Geneva Park District was not awarded the OSLAD grant for the Wheeler Park renovation project. An explanation from the state as to why is forthcoming. Despite this outcome, the staff intends to prioritize key components of the project and move forward with select improvements in alignment with available budgetary resources.

**FUTURE MEETINGS**

Short/Long Range Planning <i>(Peter Cladis &amp; Gabriel Kaven)</i>	January 27, 2026	5:00 PM
Regular Scheduled Meeting	February 16, 2026	7:00 PM
Personnel & Policy Committee <i>(Doug Jones &amp; Peter Cladis)</i>	TBD	TBD

Finance Committee – Budget Meeting  
(Bre Cullen & Peter Cladis)

TBD

TBD

GPD Foundation Meeting

March 24, 2026

7:00 PM

## **STAFF REPORTS**

### SUPERINTENDENT OF RECREATION

President Moffat congratulated the recreation department on the two 2<sup>nd</sup> place awards for the IAPD/IPRA Give Us Your Best Shot photo contest, and the Playhouse 38 class collaboration with St. Charles and Batavia Park Districts. Supt. Bortner shared that the Lights & Flights craft beer fest was a raging success with 225 attendees despite the extreme cold weather. President Moffat shared a couple of constructive criticism notes and agreed it was a great event. Supt. Bortner also shared that during the month of December while the holiday lights were displayed, Peck Farm Park saw nearly 6,000 visitors.

### SUPERINTENDENT OF PARKS & PROPERTIES

President Moffat clarified that Kluber Architects will evaluate the HVAC system at Sunset Community Center. Supt. Gorra stated that Kluber will provide the report at the end of the month. President Moffat asked if there were any questions for Supt. Gorra regarding his report. No questions were asked.

## **NEW BUSINESS**

### NO RAMP TRAILER PURCHASE

Commissioner Cladis made a motion to approve the purchase of a trailer from No Ramp Trailers for \$13,909.00. Vice President Cullen seconded. Four ayes. Motion carried.

### 2025 STONE CREEK MINIATURE GOLF ANNUAL REPORT

Facility Supervisor Ryan Coffland reviewed the 2025 Stone Creek Miniature Golf Report. This was the first year with the new hut, and the staff and visitors were extremely pleased. During the 2025 season, there were a total of 14,422 standard rounds of golf played, which is 1,236 fewer than in the 2024 season. Standard rounds do not include groups, birthday parties, bulk cards, free games, special events, and programs. Group rentals saw an increase; this is due to elementary school picnics, Geneva High School PE classes, and church rentals. The number of rounds of golf from a camp or special event also increased. Our mini golf tournament ran for the 2<sup>nd</sup> year, and held two new events, Putt & Pour and Par-tober. Both of these events featured craft beer and were well attended. The overall attendance for the 2025 Stone Creek Mini Golf season was 17,584, which is an 846 decrease from the 2024 season. Staff looked into the reason why attendance decreased. It was found that June and July 2025 were significantly warmer than the same months in 2024. Data shows that ideal temperatures to play mini golf are 75-85 degrees. Staff will try to promote mini golf play during the hotter days in the 2026 season by adding misters and providing popsicles. Mr. Coffland reviewed expenditures and net gains as well as proposed 2026 recommendations. President Moffat asked Mr. Coffland if the shelter area on the new hut was used when not in use by renters. Mr. Coffland happily shared that it was heavily used and a great new amenity to the course. Vice President Cullen made a motion to approve the 2025 Stone Creek Mini Golf Annual Report and recommendations as presented. Commissioner Cullen second. Four ayes. Motion carried.

### 2026 BUDGET & PERSONNEL EVALUATION CALENDAR

Executive Director Vickers stated that the 2026 Budget Calendar and Personnel Evaluation Calendar are included for the Board to review.

### ADJOURN

Commissioner Cladis made a motion to adjourn the meeting at 8:55 PM. Vice President Cullen seconded. Four ayes. Motion carried.

Submitted By: Nicole Vickers / Hannah MacArthur

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Secretary