

GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES

June 21, 2010

7:05 p.m.

CALL TO ORDER

President VanderVeen called the meeting to order at 7:05 p.m.

ROLL CALL

President VanderVeen called for the roll. Commissioner Peggy Condon, Commissioner John Frankenthal, Vice-President Todd Karas and President VanderVeen answered present. Commissioner Lenski arrived at 7:03 p.m.

Staff members present were Director Sheavoun Lambillotte, Office Manager Linda Fox, Supt. of Recreation Jay Kelly, Supt. of Parks & Properties Larry Gabriel, Supt. of Finance & Personnel Christy Powell, Manager of Peck Farm Park Trish Burns and Marketing/PR Supervisor Traci Wicks.

Guest: Steve Persinger, Geneva resident and Ron Vine, Representative from Leisure Vision.

Press - None

HEARING OF GUEST

None

READING OF MINUTES

Commissioner Karas made a motion to approve the minutes from the Regular Scheduled Meeting and Annual Meeting of May 17, 2010 with the revision of title for Susan VanderVeen. Commissioner Frankenthal seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

Commissioner Condon made a motion to approve the claims and accounts as presented with the addenda. Commissioner Frankenthal seconded. All ayes. Motion carried.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Supt. of Finance & Personnel Christy Powell reviewed the May financial reports. The Investment Report for the month of May showed an annualized rate of return of .87%, which is lower than last month's return of 1.05%. She stated the Revenue and Expenditure Report for the first month of the fiscal year is on target. The District's Treasurer's Report will be published in the Kane County Chronicle on Friday, June 25. Commissioner Condon made a motion to approve the Treasurer's Report and Supt. of Finance's Report as presented. Commissioner Lenski seconded. All ayes. Motion carried.

APPROVAL OF THE AGENDA

Commissioner Frankenthal made a motion to approve the agenda as presented. Commissioner Karas seconded. All ayes. Motion carried.

CORRESPONDENCE

None.

OLD BUSINESS

COMMUNITY SURVEY RESULTS

Ron Vine from Leisure Vision was present to review the results of the District's 2010 Community Survey. The purpose of the survey was to establish priorities for the future improvement of parks and recreation facilities, programs, and services within the community. The survey was administered by a combination of mail and phone to Geneva Park District households. Leisure Vision worked with Geneva Park District officials in the development of the survey questionnaire. They mailed surveys to a random sample of 5,000 households throughout the Geneva Park District. There were a total of 1,007 surveys completed which met

the goal of obtaining 1,000. Following are some results of the survey which have a 95% level of confidence with a precision of at least +/-3.1%:

- **Visiting Park District Parks** – Ninety-two percent (92%) of households have visited Geneva Park District parks during the past year. This is significantly higher than the national benchmarking average of 72%. Of the 92% of households that have visited Park District parks during the past year, 97% rated the physical condition of the parks they've visited as either excellent (55%) or good (42%). This is significantly higher than the national benchmarking average of 85% of households who rated the physical condition of parks as either excellent or good. In addition, 3% of households rated the physical condition of parks as fair and less than 1% rated them as poor.
- **Using Major Parks, Recreation and Sports Facilities** – The major sports facility that is used the most is the Stephen D. Persinger Recreation Center. Fifty-nine percent (59%) of household respondents have used the Recreation Center during the past 12 months. Other major facilities used were the Sunset Pool (54%) and the Peck Farm Park Interpretive Center (49%). Of the households who have used major parks, recreation and sports facilities over the past 12 months, 49% rate the overall quality as excellent and an additional 48% rate the overall quality as good. Only 3% rate the overall quality as fair.
- **Potential Additions That Could be Made to Geneva Park District Parks Using Major Parks, Recreation and Sports Facilities** – The major additions household respondents would like to see made to Geneva Park District parks are restrooms (47%); drinking fountains (36%); and shade structures (31%). Household respondents were asked to indicate the three (3) improvements that were most important to be made. Restrooms (38%); drinking fountains (26%); dog park (24%); and shade structures (21%) were the most important additions.
- **Participating in Park District Programs** – Sixty percent (60%) of households have participated in Geneva Park District recreation programs during the past year. This is higher than the national benchmarking average of 30%. Fitness programs and youth sports programs were the programs participated in the most. Of the 60% of households that have participated in Park District recreation programs during the past year, 96% rated the overall quality of the programs they've participated in as either excellent (45%) or good (51%). This is higher than the national benchmarking average of 88% of households who rated the quality of programs as either excellent or good. In addition, 4% of households rated the quality of programs as fair and less than 1% rated them as poor.
- **Level of Satisfaction with Various Parks and Recreation Services** – Ninety percent (90%) of household respondents were either very satisfied (65%) or somewhat satisfied (25%) with the availability of information about programs and facilities. Eighty-six percent (86%) were very satisfied (58%) or somewhat satisfied (28%) with the ease of registering for programs; and 82% were very satisfied (51%) or somewhat satisfied (31%) with overall communication with residents. Of the seven (7) services rated, at least 71% were very satisfied or somewhat satisfied with the services provided by the Geneva Park District.
- **Organizations Used for Parks and Recreation Programs and Services** – Sixty percent (60%) of household respondents have used the Geneva Park District for parks and recreation services and activities during the past 12 months. The other most frequently mentioned organizations that households have used are: private or public schools (39%); County Forest Preserve Districts (23%); and churches/places of worship (21%).
- **Ways Respondents Learn about Programs and Activities** – Ninety-two percent (92%) of respondents have learned about Geneva Park District programs and activities through the Geneva Park District brochure. The other most frequently mentioned ways that respondents have learned about Park District programs and activities are: Park District website (39%), from friends and neighbors (37%), and the newspaper (26%).
- **Need for Parks and Recreation Facilities** – The parks and recreation facilities that the highest percentage of households have a need for are: walking and biking trails (84%); small neighborhood parks (72%), nature trails (67%); large community parks (63%); and picnic areas and shelters (58%).
- **Most Important Parks and Recreation Facilities** – Based on the sum of their top four choices, the parks and recreation facilities that households rated as the most important are: walking and biking trails (51%); small neighborhood parks (33%); indoor fitness and exercise facilities (27%); outdoor

swimming pools/water parks (24%); indoor swimming pools/leisure pool (24%) and nature trails (23%).

- **Need for Recreation Programs/Activities** – The recreation programs/activities that the highest percentages of households have a need for are: fitness programs (58%); health and wellness programs (40%); adult general programs (37%); and swim lessons (30%).
- **Most Important Recreation Programs/Activities** – Based on the sum of their top four choices, the recreation programs/activities that households rated as the most important are: fitness programs (38%); health and wellness programs (20%); adult general programs (18%); youth sports leagues (18%) and swim lessons (17%).
- **Recreation Programs/Activities Participated in Most Often at Park District Facilities** – Based on the sum of their top four choices, the recreation programs/activities that households participate in most often at Geneva Park District facilities are: fitness programs (29%); youth sport leagues (16%); youth athletics (16%) and swim lessons (12%).
- **Most Important Actions to Improve the Current Parks and Recreation System** – Based on the sum of their top three choices, the most important actions to improve the current parks and recreation system are: develop new and connect existing walking/biking trails (58%); upgrade existing neighborhood and community parks (38%); and expand Sunset Outdoor Pool (30%).
- **Most Important Actions to Develop New Parks and Recreation System** – Based on the sum of their top three choices, the most important actions to develop acquire open space land and develop new facilities are: acquire open space for passive activities (41%); lap lanes for exercise swimming, swim classes (32%); family aquatic features (31%); and environmental initiatives (26%).
- **Maximum Amount of Additional Property Taxes Respondents Would Pay to Fund New Capital Projects and Acquire Land for Open space Facilities that are Most Important to Their Household** – Six percent (6%) of households indicated they would pay \$50-\$59 per year; 9% indicated they would pay \$40-\$49 per year; 13% of households indicated they would pay \$30-\$39 per year; 16% indicated they would pay \$20-\$29 per year; 19% indicated they would pay \$10-\$19 per year; and 37% indicated none.
- **Level of Satisfaction with the Overall Value Received from the Geneva Park District** – Seventy-six percent (76%) of household respondents are either very satisfied (45%) or somewhat satisfied (31%) with the overall value their household receives from the Geneva Park District. Only 5% of respondents are either somewhat dissatisfied (4%) or very dissatisfied (1%). In addition, 13% of respondents rated the Park District as “neutral” and 6% indicated “don’t know”. The level of satisfaction is significantly higher than the national benchmark of 26% for very satisfied and 35% for somewhat satisfied.

2010-2011 BUDGET ORDINANCE #2010-5

Supt. of Finance & Personnel Powell stated that the ordinance has been on display at the Park District for over sixty days. No one has come to look at it or was present at the public hearing to review it. Commissioner Frankenthal made a motion to approve the 2010-11 Budget Ordinance #2010-5 as presented. Commissioner Karas seconded. A roll call vote was taken. Condon–aye, Frankenthal–aye, Karas–aye, Lenski–aye, VanderVeen–aye. All ayes. Motion carried.

COMMUNICATIONS

Director Lambillotte updated the board and staff on the meeting with the City of Geneva and the Kane County Forest Preserve District in regards of an opportunity to work together to develop a community garden at the Prairie Green Preserve. A meeting is scheduled at Prairie Green Preserve on July 9th with staff to discuss the feasibility of the project.

Director Lambillotte stated that a meeting was held at GCC with Williams Interior Design, the same company that designed the interior at SPRC, to prepare a proposal to redesign this building including renovation of our front counter.

The Park District’s second Distinguished Accreditation meeting was held at the end of May and things are moving forward smoothly so far. We anticipate the process being complete by the end of 2010.

It looks as though the Park District will need to conduct an accessibility audit this year. Staff is working with Recreation Accessibility Consultants to complete the District's accessibility audit review. The cost to audit all of our facilities and parks will be approximately \$40,000. The review will create a transition plan to comply with accessibility guidelines for users with special needs.

Director Lambillotte reviewed the planning for the next phase of development at Peck Farm North. Staff is in agreement that we have the knowledge and resources to complete a good portion of the remaining phases in-house, such as the native prairie planting and maintenance. This will save the Park District a good deal of money by not outsourcing these services. We are hoping to begin planting Section F this fall.

Director Lambillotte and President VanderVeen have attended two meetings at the Geneva History Center to continue discussion on the future plans for closing the budget gap the History Center will be facing. The general consensus of the group, comprised of the City, and the School, Park, and Library Districts, is that at this time we all have our own pressing priorities and budget constraints to address. Further discussion will continue in September.

Discussion was held regarding a request by a cell phone provider who was interested in placing a cell tower at Wheeler Park. Several board members requested further details. Director Lambillotte will further investigate details on their request and will bring information to the next meeting.

We are in the second phase of our Service Quality Review. Focus groups are complete and we are now distributing a customer service survey at all our facilities and through email. A final report will be issued and a staff training workshop will be held on August 6th.

FUTURE MEETINGS

Regular Scheduled Board Meeting

July 19, 2010

7:00 PM

STAFF REPORTS

SUPERINTENDENT OF RECREATION

Supt. of Recreation Jay Kelly reviewed his report. He highlighted on the summer programs and camps that began the week of June 7th and stated all is going well. Sunset Pool opened on May 29th and had over 2,300 in attendance over Memorial Day weekend. The Park District has 8 bands competing in the Battle of the Bands. The winner will perform Wednesday evening on the main stage during Swedish Ddays. On Friday, June 25th, the Recreation Department will be downtown for Kid's Day along with many other program activities going on during Swedish Days. The Park District will be well represented all day long with an information booth and promotional items to be handed out along with a prominent banner on the main stage. The Dance Recital was expanded with 5 very successful shows. The fall brochure is anticipated to be delivered on July 22nd. Mr. Kelly reviewed the Sunset, SPRC and Mini Golf reports and reported that the revenue and attendance is going well.

MANAGER OF PECK FARM PARK

Manager of Peck Farm Park Trish Burns reviewed her report. She stated that the Butterfly House is open for the season and had a successful release even though the arrival of the butterflies was delayed. All the permits for the Peck Wetland project have been received for the installation of the gate valve structure. Ms. Burns updated the board on the incident from the past wind storm - a tree fell onto the roof of the Peck Farm House damaging the roof, gutters and lightning rod.

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks & Properties Gabriel reviewed his report. Mr. Gabriel stated that the Parks staff has been busy with the clean up of trees and branches from the past wind storm. He reported on the Fox River Bike Trail water issue and that the path has been reopened. He also updated the board on the Moore Park Sprayground fibar issue from the past rain storm.

NEW BUSINESS

PREVAILING WAGE ORDINANCE #2010-8

Supt. of Finance & Personnel Powell stated that per state law, this ordinance has to be passed every year and is filed with the Illinois Department of Labor and Illinois Secretary of State. Commissioner Condon made a motion to approve the Prevailing Wage Ordinance #2010-8 as presented. Commissioner Frankenthal seconded. A roll call vote was taken. Condon–aye, Frankenthal–aye, Karas–aye, Lenski–aye, VanderVeen–nay. Four ayes, One nay. Motion carried.

POLICY MANUAL UPDATE – OPERATIONS MANUAL & BOARD POLICY MANUAL

Director Lambillotte stated these manuals had little revisions and asked for board approval. She stated these manuals are useful tools for the office staff and board members and are available for reference at each facility for daily operations. Commissioner Frankenthal made a motion to approve the Geneva Park District Operations Manual and Board Policies and Procedures Manual dated June 2010 as presented. Commissioner Karas seconded. All ayes. Motion carried.

VEHICLE BID – DUMP TRUCK

Supt. of Parks and Properties Larry Gabriel stated, per the Park District’s vehicle replacement plan, our 2001 Dodge 3500 Ram 4x4 dump truck is scheduled to be replaced. Mr. Gabriel is requesting to purchase a 2010 Ford F-350 dump truck through the State of Illinois Joint Purchase Program and proposing to auction the 2001 Dodge dump truck. Badger Truck Center has been awarded the bid with a price of \$33,694 without a trade-in. Mr. Gabriel stated the District has experienced recent success with the Obenauf Auction Service with our past 1992 Ford 15-passenger van. Commissioner Condon made a motion to approve the purchase of a 2010 Ford F-350 Dump Truck from Badger Truck Center in the amount of \$33,694 and the auctioning of the 2001 Dodge dump truck with Obenauf Auction Service. Commissioner Frankenthal seconded. All ayes. Motion carried.

KANE COUNTY FOREST PRESERVE DISTRICT IGA FOR FABYAN SOCCER FIELDS

Director Lambillotte updated the board on the Intergovernmental Agreement between the Forest Preserve and the Park District for the use of the soccer fields at the Fabyan Forest Preserve, Route 25 and Fabyan Parkway. Commissioner Karas made a motion to approve the Intergovernmental Agreement between the Forest Preserve and the Park District for the use of the soccer fields as presented. Commissioner Frankenthal seconded. All ayes. Motion carried.

SCHOOL/PARK IGA FOR SHARED USE OF FACILITIES AND EQUIPMENT

Director Lambillotte reviewed with the board the updated Intergovernmental Agreement for shared use of buildings, equipment and facilities. She reviewed the fee changes and stated it has been a few years since the fees were changed. Commissioner Frankenthal made a motion to approve the Intergovernmental Agreement for Shared Use of Buildings, Equipment and Facilities as presented. Commissioner Lenski seconded. All ayes. Motion carried.

EXECUTIVE SESSION

At 9:31 p.m., Commissioner Condon made a motion to go into executive session to discuss land acquisition. Commissioner Lenski seconded. All ayes. Motion carried.

Board and staff returned back to regular session at 9:36 p.m.

ADJOURN

Commissioner Fankenthal made a motion to adjourn the meeting at 9:36 p.m. Commissioner Condon seconded. All ayes. Motion carried.

Secretary

Submitted By: Sheavoun Lambillotte / Linda Fox