

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
January 19, 2009
7:00 p.m.**

CALL TO ORDER

President Emma called the meeting to order at 7:00 p.m.

ROLL CALL

President Emma called for the roll. President Charles Emma, Vice President Susan VanderVeen, and Commissioner Mike Abts and Commissioner Peggy Condon answered present. Commissioner Todd Karas arrived at 7:04 p.m.

Staff members present were Director Stephen Persinger, Office Manager Linda Fox, Supt. of Leisure Services Sheavoun Lambillotte, Supt. of Parks & Properties Larry Gabriel, Supt. of Finance & Personnel Christy Powell, Supt. of Natural Areas & Interpretation Becky Lambert, Marketing/PR Supervisor Traci Wicks, Facilities Supervisor Nicole Vickers and Aquatic/Recreation Coordinator Mickey Boyle.

Guests present were Dave Phillips, Speer Financial; Jeff Fougrousse, Elmhurst, Illinois; and Denise Demme, Geneva Park District Resident.

No press present.

HEARING OF GUESTS

None.

READING OF MINUTES

Commissioner Abts made a motion to approve the minutes from the Regular Scheduled Meeting and the Public Hearing of the BINA resolution and the Public Hearing of the Tax levy Ordinance of December 15, 2008, with the revision of arrival times for Peggy Condon. Vice President VanderVeen seconded. All ayes. Motion passed.

CLAIMS AND ACCOUNTS

Commissioner Abts made a motion to approve the claims and accounts as presented. Commissioner Condon seconded. All ayes. Motion passed.

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Powell reviewed the December financial reports. The Investment Report for the month of December showed a rate of return of 2.44% which is close to what was earned in November. The Federal Reserve Board cut interest rates by $\frac{3}{4}$ to 1%, which will continue to decrease our interest earnings. She advised that we did plan on the declining interest rates in our budget so our investment income is on target. Revenues are ahead of budget and expenditures are below budget.

Commissioner Abts made a motion to approve the Treasurer's Report and Superintendent of Finance Report as presented. Commissioner Condon seconded. All ayes. Motion passed.

APPROVAL OF THE AGENDA

Commissioner Karas made a motion to approve the agenda as presented. Vice President VanderVeen seconded. All ayes. Motion passed.

CORRESPONDENCE

Director Persinger announced that the Park District received a plaque from the Illinois Park and Recreation Association for the Outstanding Conservation Program Award. This was presented to the Geneva Park District, Forest Preserve District of Kane County, Fox Valley Park District and St. Charles Park District for our Certified Naturalist Program.

OLD BUSINESS

LIMITED BONDS – ORDINANCE #2009-1

Dave Phillips from Speer Financial was present to review the Limited Bonds – Ordinance #2009-1 which was prepared by Bond Council. He advised that bids were taken last Thursday and the winning bid came from Old Second National Bank at 2.95%. This is a better interest rate than the last Limited Bond Issue and Mr. Phillips recommended the board’s acceptance of the low bid and the adoption of the ordinance. Supt. of Finance & Personnel Christy Powell added that because of the lower rates, an additional \$16,000 in funds is available for additional projects.

Commissioner Abts asked if this was a good time to refinance and Mr. Phillips advised that the difficulty with advance refunding is the investments in the escrow which are very poor right now, thus making it difficult to refund. However, they continue to monitor the situation and when it becomes cost effective they will advise us right away.

Commissioner Karas made a motion to approve the General Obligation Limited Tax Bonds Series 2009-1 for \$1,343,990.00 with the winning bid from Old Second National Bank and revised rate of 2.9585% in adherence to the Ordinance #2009-1. Commissioner Abts seconded. Roll call vote was taken. Abts – aye, Condon – aye, Emma – Aye, Karas – aye, VanderVeen – aye. Five ayes. Motion passed.

SPRC BUILDING UPDATE

Director Persinger advised that construction meetings continue for the new facility. The Punch List is 85-90% complete. There are some warranty items that will come up within the year. He advised that we will probably be taking a credit from the contractor on some of the issues that we are still not satisfied with such as the walking/running track seams. We still need to add more lighting to the steam rooms which means we will need to shut them down for a day. There are a couple of spots in the shower room where the water is still not draining properly which is affecting some of the floor tiles. Supt. of Leisure Services Sheavoun Lambillotte advised that there is a lot of cement under the tiles that is coming up through the grout in different places which will require them to drill or sand out all of the grout and redo the grout. We are planning on having this done next August when we close down the facility for cleaning. She added that the closing of our two facilities for maintenance/cleaning should not inconvenience the members too much because we will only close one facility down at a time. Director Persinger advised we are having issues with five of the locker locks, so we are working with the company on this. Some automatic faucets quit working but they are now working.

2009 NON RESIDENT POOL PASS SALE PROPOSAL

Facilities Supervisor Nicole Vickers reviewed her report which spelled out non-resident fees for neighboring park districts and facilities and our proposed rate fees. It is our recommendation to go with 1.5 times our current resident rate for 2009 non-resident pool passes. Staff proposed to sell 200 non-resident family passes and 100 non-resident individual passes.

Supt. of Leisure Services Sheavoun Lambillotte added that we would not be selling these non-resident season pool passes until after the early bird resident pass sale at the end of April. The report shows the breakdown of different rate options that the board requested at last month's meeting.

Commissioner Karas requested a breakdown to be included in some type of marketing to the public that would show the early bird price savings based on the number of times visiting the pool.

Commissioner Abts started a discussion on what residents are being taxed versus what the non-resident fee would be. Our mission statement states providing recreation to residents and does not say anything about non-residents. Commissioner Abts stated that if we are going to allow non-residents to purchase pool passes we should alter our mission statement.

Director Persinger advised we are in competition with neighboring facilities and one way to reduce the residents cost is with non-resident fees which will help to offset the rising expenses of the outdoor pool.

Supt. of Leisure Services Sheavoun Lambillotte asked that we remember why the idea of non-resident pool pass sales is being brought forward. We are proposing this to serve our residents by helping offset additional expenses at the pool and not putting the burden on our residents.

President Emma stated that capacity is a concern and he does not want non-residents preferred over residents in any way as far as the pool closing due to maximum capacity. Ms. Lambillotte advised that during her years with the Geneva Park District the most we closed admission is 6 days in a year. During those 6 days, it was extremely hot and we only stopped admissions for a portion of the day. The daily users take over capacity more than the season pass holders and that is why we are proposing a small number of non-resident passes to be sold. President Emma stated that he understands Commissioner Abts position, but he firmly believes we are acting on behalf of the tax payers in our community by allowing the non-resident pool pass sales. We need to increase revenue because of the continuing increased expenses at the pool as well as the decreased memberships from last year. Ms. Lambillotte advised that our goal was to work to achieve the master plan goals which were established by resident survey results.

Further discussion was held and the board members expressed their opinions. After further review of the neighboring park districts, it was felt that we should increase the non-resident pass prices to 1.75 times our resident pass rates. The board requested that staff monitor non-resident sales and how many are coming to the pool. We will review these numbers after the season is complete and adjust pass sales if necessary for the following year.

Commissioner Karas made a motion that based on historical cost analysis, current revenue operations of the pool and early bird sales, we move towards soliciting an additional 300 non-resident memberships: 200 families and 100 individuals as in the budget, to be sold after early bird sale for residents have concluded at a price of approximately 1.75 times the resident rates in 2009. Vice President VanderVeen seconded. All ayes. Motion carried.

COMMUNICATIONS

President Emma announced that he will not run for another term based on personal reasons. He added that he has had a wonderful 12 years, but he thinks he owes it to the park district to let someone else take over. He appreciates and enjoyed working with all staff and board and thanked everyone.

Director Persinger advised that four election packets for park board were picked up and one was returned today.

Director Persinger advised that Larry Gabriel and Mark Wylie met with city staff regarding IDOT's request to widen the Island Park Bridge from 10' to 14'. The City Historic Preservation Planner sent a letter to IDOT defining the history of the bridge and the need to keep it 10' wide. Supt. of Parks & Properties Larry Gabriel will update the board more in his report.

Park District staff met with City staff and Forest Preserve of Kane County staff to discuss the Prairie Green Preserve. The three agencies would like to come together to produce an agreement to develop and maintain the property.

The next GPD Foundation meeting will be held January 27, 2009 at 7:00 pm.

FUTURE MEETINGS

Regular Scheduled Board Meeting	February 16 th	7:00 PM
Personnel and Policy Committee (Chuck Emma, Mike Abts)	March 2 nd	6:30 PM
Finance Committee – Budget Meeting (Todd Karas, Peggy Condon)	March 5 th	6:30 PM

STAFF REPORTS

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks Gabriel reviewed his report. He stated that the ice rinks were being utilized and commended the parks department staff on doing a great job with all winter projects and keeping up with the required work at both SPRC and Sunset.

Mr. Gabriel advised that we have received word from IDOT that they are in agreement with a 10' width on the Island Park Bridge project given the fact that it is a rehabilitation project and not a reconstruction. We will be moving forward on the process. He advised that the projection for bridge completion will be 2011.

Mr. Gabriel updated the board on the Sandholm Woods Park project. Michelle Kelly of Upland Design is working with the city on necessary permits, etc. Bid documents will be available for pickup on Wednesday, January 21st. Bid opening will be held on February 5th at 2 p.m.

SUPERINTENDENT OF LEISURE SERVICES

Supt. of Leisure Services Lambillotte reviewed her report. She advised that winter registration revenue was ahead and up from last year.

Ms. Lambillotte said they are monitoring usage at SPRC and have extended the nursery hours. The open gyms at SPRC are working out well.

SUPERINTENDENT OF NATURAL AREAS AND INTERPRETATION

Supt. of Natural Areas & Interpretation Becky Lambert reviewed her report and asked if the board had any questions.

NEW BUSINESS

2008 STONECREEK MINIATURE GOLF ANNUAL REPORT

Facilities Supervisor Nicole Vickers reviewed the 2008 Stone Creek Miniature Golf report and highlighted a few main points and recommendations for next year. Attendance at Stone Creek was up

by 1,000 this year and revenue was the highest ever. Net revenue was \$72,458.00. Commissioner Condon asked if we are continuing to redo a hole each year. Ms. Vickers stated that we are planning on redoing a hole this year but are not sure which hole yet.

Commissioner Karas made the motion to approve the 2008 Annual Stone Creek Mini Golf Annual Report with recommendations as presented. Commissioner Condon seconded. All ayes. Motion carried.

PECK FARM PARK AMPHITHEATRE UPDATE – CONCEPT PLAN

Supt. of Natural Areas & Interpretation Becky Lambert reviewed the two concept plans and explained the two changes regarding materials. The disadvantage to Plan A is the 12” deep seating surface. The cost estimate for Plan A is \$105,000. This plan will use wall block similar to the Butterfly House and Sensory Garden area and would be more susceptible to the freeze/thaw effect. Plan B will give an 18” deep seating surface and the cost estimate is \$160,000. This plan utilizes concrete and limestone facing that should withstand cracking for a longer period of time. This limestone also matches the existing barn wall. The floor is stamped concrete in both plans and each plan will seat around 140 people. Vice President VanderVeen suggested looking at permeable concrete and making it an alternate. Further discussion was held regarding the two proposals.

Vice President VanderVeen made a motion to bid Concept Plan B with an alternate on permeable concrete for the amphitheatre at Peck Farm. Commissioner Abts seconded. All ayes. Motion carried.

UPDATED SHORT & LONG RANGE PLAN – GOALS & OBJECTIVES

Director Persinger advised that the Long Range Planning Committee of Chuck Emma and Peggy Condon had reviewed and approved the materials and asked if there were any questions or comments from the board. He reviewed the Short & Long Range Plans – Goals & Objectives briefly with the board. Director Persinger reviewed the added goal which states “The Geneva Park District will offer educational programs, classes, and stewardship opportunities that increase the environmental literacy of residents. Through education and example, the District will encourage efficient use of natural resources.” The District will need to do another survey since it has been five years since the last one. Vice President VanderVeen requested that whenever a park site is given a number in the report it be consistent throughout the report. Commissioner Karas suggested that a new goal be added concerning fiscal responsibility. Discussion was held on removing or rewording of the phrase if funding is available. Commissioner Karas directed that the new goal address this issue of funding availability.

Commissioner Condon made a motion to approve the Short & Long Range Plan – Goals and Objectives for 2009 as presented with addition of the added #8 goal and revision of funding phrase. Commissioner Karas seconded. All ayes. Motion carried.

WHEELER PARK MAINTENANCE FACILITY UPGRADE – ARCHITECT PROPOSALS

Supt. of Parks Gabriel reviewed the two architect proposals from Vasilion Architect and Williams Architects to prepare the plans for the \$250,000 project of an addition to the Wheeler Park Maintenance Facility. This addition would include a permanent office for the Superintendent of Parks and Properties and improved work spaces for other parks staff as well as restroom and break room renovations.

Commissioner Abts made a motion to accept Williams Architects to be the architect for the Wheeler Park Maintenance facility upgrade at a cost of \$24,700.00. Commissioner Karas seconded. All ayes. Motion carried.

BUDGET & PERSONNEL COMMITTEE CALENDAR FOR 2009

The 2009 Personnel & Evaluation Calendar and Budget Calendar were reviewed. The Finance Committee meeting has been changed to March 5th at 6:30 pm.

Commissioner Abts made a motion to approve the 2009 Personnel & Evaluation Calendar and Budget Calendar as presented with the change stated above. Vice President VanderVeen seconded. All ayes. Motion carried.

EXECUTIVE SESSION

At 8:38 p.m., Commissioner Abts made a motion to go into Executive Session to discuss land acquisition and personnel. Vice President VanderVeen seconded. All ayes. Motion carried.

The board returned to the Regular Meeting at 9:25 p.m. No further discussion at this time.

ADJOURN

Vice President VanderVeen made a motion to adjourn the meeting at 9:25 p.m. Commissioner Karas seconded. All ayes. Motion carried.

Respectfully Submitted by:
Linda Fox /Dawn Flesvig