

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
February 16, 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. Commissioner Peggy Condon, President Charles Emma, Commissioner Todd Karas, and Vice President Susan VanderVeen answered present. Commissioner Mike Abts was absent.

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

The only guest present was Patrick Lenski, a Geneva resident and candidate for park board.

Reporter Sue Sarkaudas of the Daily Herald was present.

HEARING OF GUESTS

None.

READING OF MINUTES

Commissioner Karas stated he had a revision to the Personnel Committee members. Mike Abts should replace Todd Karas. Commissioner VanderVeen made a motion to approve the minutes from the Special Meetings of January 12th & 13th, 2009 as presented and approve the minutes from the Regular Scheduled Meeting of January 19th, 2009 with the revision stated above. Commissioner Karas seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

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

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Christy Powell reviewed the January Financial reports. The Investment Report for January showed an annualized rate of return of 2.34%, which is down from the January rate of 2.44%. The Revenue and Expenditure report, which is 75% of the way through the budget, shows that everything is on target.

She reported on the 2008 Consumer Price Index being .1%.

Commissioner Karas reported he had received a flyer in the mail from the St. Charles State Bank promoting special CD rates. Supt. of Finance & Personnel Powell will further look into this offer.

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

APPROVAL OF THE AGENDA

President Emma requested to move the Executive Session agenda item under the Program Surveys agenda item under New Business. Commissioner Karas made a motion to approve the agenda with the request from the President. Commissioner VanderVeen seconded. All ayes. Motion carried.

CORRESPONDENCE

None.

President Emma stated that staff did a nice job on the Just Dad-N-Me Dance.

OLD BUSINESS

TAX ABATEMENT ORDINANCE #2009-02 (Series 2003)

Director Persinger explained that these ordinances are annual abatements that are presented each year. The tax abatements are for bond issues in 2002, 2003, and 2006 which transfer the debt payments from the bond Fund to the General Corporate budget. Each ordinance should be approved separately and by roll call vote.

Commissioner Karas made the motion to approve the Tax Abatement Ordinance #2009-02 for Series 2003 Bond Issue. Vice President VanderVeen seconded. Roll call vote was taken. Abts-absent, Condon-aye, Emma-aye, Karas-aye, VanderVeen-aye. Four ayes, One absent was recorded. Motion carried.

TAX ABATEMENT ORDINANCE #2009-03 (Series 2006)

Commissioner Karas made the motion to approve the Tax Abatement Ordinance #2009-03 for Series 2006 Bond Issue. Vice President VanderVeen seconded. Roll call vote was taken. Abts-absent, Condon-aye, Emma-aye, Karas-aye, VanderVeen-aye. Four ayes, One absent was recorded. Motion carried.

TAX ABATEMENT ORDINANCE #2009-04 (Series 2002A)

Commissioner Karas made a motion to approve the Tax Abatement Ordinance #2009-04 for Series 2002A Bond Issue. Vice President VanderVeen seconded. Roll call vote was taken. Abts-absent, Condon-aye, Emma-aye, Karas-aye, VanderVeen-aye. Four ayes, One absent was recorded. Motion carried.

2009 SHORT AND LONG RANGE PLANS #8 GOAL – Fiscal Responsibility

Director Persinger stated that at the last board meeting we reviewed the Short and Long Range Goals and all board members were in agreement to adding Goal #8 which is Fiscal Responsibility. Ms. Powell advised that she had reviewed this goal with Commissioner Karas and he was in agreement. Ms. Powell explained that the goal of fiscal responsibility was added in an effort to continue to maintain good fiscal health as well as strive to strengthen it. The goal addresses that the other goals listed are dependent on the availability of funds. Therefore, that phrase was stripped from the other goals. We also created objectives such as developing a fund balance policy and long range plans, such as, a 5 year budget.

Commissioner Condon made a motion to approve the addition of Goal #8 along with the proposed Short and Long Range Plan Annual Goals and Objectives for 2009-2010. Vice President VanderVeen seconded. All ayes. Motion carried.

SANDHOLM WOODS PARK AND ESPING PARK BIDS

Director Persinger advised that a lot of companies picked up specifications and nine companies bid on these two projects. Supt. of Parks & Properties Larry Gabriel added that it was very good that we received so many competitive. The bid package includes planting of additional trees in Sandholm Woods Park. Budget for the project was \$360,000.

Commissioner Condon made a motion to accept the low bid of Fuerte Systems, Inc. with a base bid of \$259,114.40 and alternate of \$9,042.00 for a total of \$268,156.40 for the projects at Sandholm Woods & Esping Parks. Commissioner Karas seconded. All ayes. Motion carried.

COMMUNICATIONS

Two residents, Patrick Lenski and John Frankenthal, have submitted petitions and will be on the April 7th ballot for the two open park board seats. Mike Abts will be retiring from the board with 18 years of volunteer service and Charles Emma is also retiring from the board with 12 years of volunteer service. The new board members will be sworn in prior to new business at the April 20th board meeting.

Director Persinger stated a few items remain on the “punch” list for SPRC and asked Supt. of Leisure Services Sheavoun Lambillotte to highlight what major items remain to be completed. Ms. Lambillotte advised that we are 99% done on punch list items and we are working with the flooring company for the track to get a credit and will leave the floor as is. The credit should be approximately \$30,000-\$35,000. The grout in the women’s shower stalls needs to be redone and the plan is to have this done during the closing week in August. One other issue that will need to be done at a later date is to replace all of the door sweeps in the building for the outer doors. She advised that we hope to see the final completion within the next couple of months. Other issues are warranty items such as leaks in silo, the washer and dryer and the automatic locks on the lockers and others that could surface from now until next September.

Bids for the Peck Farm Park Prairie Restoration and Amphitheatre project will be presented at the March board meeting.

Enclosed is a copy of minutes from a recent FVSRA board meeting. Supt. of Leisure Services Sheavoun Lambillotte added that FVRSRA is proposing to have one representative in from each district and they prefer that it is the Director, but each district will have the opportunity to send one person that they assign. They are also putting together a Parents Advisory Committee and they are looking for volunteers. She asked if any board members are interested to let her know.

FUTURE MEETINGS

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

STAFF REPORTS

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks and Properties Larry Gabriel reviewed his report highlighting #9 on his report which confirms Mark Wylie is moving forward aggressively on the Island Park Bridge project. Mr. Gabriel also reviewed #11 regarding snow removal. He stated that we have had our staff bring in a back hoe and scoop up a lot of the snow piles to get them out of the parking lot.

Mr. Gabriel advised that he did speak with Rick Beeterman, who is the representative from NuToys, regarding the surfacing of Moore Park Sprayground. He advised that we are number one on their agenda and will start the work as soon as the weather allows.

Mr. Gabriel stated that the Geneva Park District Foundation generously contributed \$7,500 for trees to be planted at Island Park and \$7,500 for trees to be planted at other parks.

SUPERINTENDENT OF LEISURE SERVICES

Supt. of Leisure Services Sheavoun Lambillotte reviewed her report. She advised that the improvements at the mini golf holes will be a Wishing Well hole and a Mischief Spinner. We are still deciding on which spinner to choose, but the cost of both of these new holes will be less than \$2,000.

Ms. Lambillotte asked Tracey Wicks, Marketing/PR Supervisor to review the new sponsorship program. We are looking to streamline sponsorship solicitation so that we will make the most of the sponsorship solicitation and not bombard businesses with different letters coming from different departments for different events. We also hope to secure some bigger sponsors that will want to sponsor larger events or multiple events. Ms. Wicks then highlighted her report with the board.

Ms. Lambillotte advised that the spring brochure will be coming out at the end of this week. SRFC is making budget, but as anticipated we have seen a decline in usage due to the opening of SPRC. SPRC continues to be moving along strong with weight room usage, open gyms and the indoor playground and track being hugely popular.

SUPERINTENDENT OF NATURAL AREAS AND INTERPRETATION

Supt. of Natural Areas & Interpretation Becky Lambert reviewed her report. Per recommendations from the board last month, she advised that we did look at permeable concrete as an option in the amphitheatre, but it was decided that it would not be appropriate for this project. It is mostly used in large areas and would not work well in this project. The base bid project would include concrete with color, with a permeable paver (new product) as an alternate.

Ms. Lambert advised that our Three Bears exhibit opened on Saturday, February 14th and had approximately 160 attendees.

NEW BUSINESS

GRANT CONSULTANT CONTRACT

Director Persinger stated that Charles H. Schrader & Associates has been doing grant work for the Geneva Park District since 1981 and asked that the board approve the contract renewal. Commissioner Condon made a motion to accept the agreement for grant services with Charles H. Schrader & Associates for \$11,000. Vice President VanderVeen seconded. All ayes. Motion carried.

VEHICLE PURCHASES

Director Persinger advised that per our schedule we have a 1999 Dodge Dump Truck to be replaced. The reason this was not brought forward with the other vehicles is that we were waiting for the State bids to come in for the dump truck. The State bid came in at \$33,304.00 minus the Trade-in of the 1999 truck for \$1,500 for a total cost of \$31,804.00. Mr. Persinger asked that the board approve the new truck purchase.

Commissioner Karas made a motion to approve the replacement of the 1999 Dodge Dump Truck through the State contract, less trade-in for a total cost of \$31,804.00. Vice President VanderVeen seconded. All ayes. Motion carried.

BENNETT PARK CONSULTANT CONTRACT

Director Persinger advised that we need to resolve an erosion problem along the river at Bennett Park which has developed over time. Director Persinger advised that we received two proposed contracts from consultants which we have worked with before. Engineering Resource Associates is a local contractor and the other contractor is Living Waters Consultants, who did the Peck Lake restoration. He then asked Ms. Lambert to give her recommendation to the board.

Ms. Lambert stated that we are recommending Engineering Resource Associates even though they are more money because they can do the entire bid package and they are local. We did meet with both companies on site and the depth of staff expertise was greater from ERA.

Commissioner Karas made a motion to accept the Engineering Resources Associates proposal of \$19,900.00 for the consultant contract, which includes wetland delineation and front end specifications for the Bennett Park shoreline restoration along the Fox River. Commissioner Condon seconded. All ayes. Motion carried.

PEPPER VALLEY AGREEMENT

Director Persinger advised that we need to revise and renew our 15-year agreement with the Pepper Valley Homeowners Association to assist with the playground located within the neighborhood. We maintain and inspect the playground and they have asked that we renew the agreement again. He advised that this is a draft agreement that has been prepared by Lee Perington, with some changes from the previous one. He stated that we are not asking for approval from the board at this time. Our next step is for staff to meet with the President of the Pepper Valley Homeowners Association and the agreement will then be presented at the March Board meeting for approval.

PROGRAM SURVEYS – (Boys and Girls Basketball)

Supt. of Leisure Services Sheavoun Lambillotte advised that we do not yet have all of the league evaluations back, but she still reviewed the 3rd & 4th grade girls and 5th and 6th grade boys evaluations with the board. These programs are run by volunteer coaches and our staff supports them with referees, gym supervisors and scorekeepers. We predominantly count on the expertise of our parent volunteers to make this program successful. The evaluations indicate that our residents have been extremely pleased with this program and there were a lot of great comments provided. She advised that this is the first year that Mike Contreras, our Athletic Supervisor, ran both the boys and the girls youth programs since our Recreation Department reorganization. Although our evaluations are extremely positive, he does have some ideas for making these run more similarly with each other in future years such as rules, number of games, keeping or not keeping score, etc. Ms. Lambillotte added that youth leagues are on the decline and have been due to travel (feeder) programs, but as indicated in the past, we want to give people the option of a recreational league.

EXECUTIVE SESSION

At 7:50 p.m., Vice President VanderVeen made a motion to go into Executive Session to discuss land acquisition. Commissioner Karas seconded. All ayes. Motion carried.

The board returned to the Regular Meeting at 8:01 p.m.

LAND ACQUISITION AND CONTRACT ORDINANCE #2009-05

Commissioner Karas made a motion to approve the Articles of Agreement for Deed as presented for the 11.26 acre Peterson Property located at 37W710 Fabyan Parkway, Geneva, IL. Vice President VanderVeen seconded. Roll call vote was taken. Abts-absent, Condon-aye, Emma-aye, Karas-aye, VanderVeen-aye. All ayes recorded. Motion carried.

Commissioner Karas made a motion to approve the Installment Contract Ordinance #2009-05 for the Peterson Property purchase of land. Vice President VanderVeen seconded. Roll call vote was taken. Abts-absent, Condon-aye, Emma-aye, Karas-aye, VanderVeen-aye. All ayes recorded. Motion carried.

ADJOURN

Vice President VanderVeen made a motion to adjourn the meeting at 8:05 p.m. Commissioner Karas seconded. All ayes. Motion carried.

Respectfully Submitted by:
Linda Fox /Dawn Flesvig