

**GENEVA PARK DISTRICT
REGULAR SCHEDULED MEETING MINUTES
March 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 Mike Abts, President Charles Emma and Vice President Susan VanderVeen answered present. Commissioner Todd Karas arrived at 7:02 and Commissioner Peggy Condon was absent.

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 and Marketing/PR Supervisor Traci Wicks.

Guests present were John Frankenthal, a Geneva resident and candidate for park board; John Devine, a Geneva resident; and Steven Muenz, Assistant Supt. of Rec. of St. Charles Park District.

HEARING OF GUESTS

None.

READING OF MINUTES

Commissioner Abts made a motion to approve the minutes from the Regular Scheduled Meeting of February 16, 2009 as presented. Vice President VanderVeen seconded. All ayes. Motion carried.

CLAIMS AND ACCOUNTS

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

TREASURER'S REPORT AND SUPERINTENDENT OF FINANCE REPORT

Superintendent of Finance & Personnel Christy Powell reviewed the February Financial reports. The Investment Report for the month of February showed an annualized rate of return of 2.23%, which is slightly down from January's earnings of 2.34% and made note that we did add a couple of new CDs with St. Charles Bank at 2.86% for a 12 month CD. She advised that the FDIC Limit was raised to \$250,000.

Superintendent of Finance & Personnel Powell reminded the board that the Economic Statement Interest forms must be returned by May 1st or there will be a late filing penalty fee.

John Devine asked if the Claims & Accounts and Treasurer's Report were available on-line and was advised that they are not but he could come to our office and request a copy.

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

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

CORRESPONDENCE

President Emma read a thank you letter from Barb Hansen, Manager of the St. Charles Golden Diners. She expressed her thanks toward the Williamsburg Elementary School Kids' Zone program for making special, homemade valentines for the senior citizens.

OLD BUSINESS

SANDHOLM WOODS PARK INTERGOVERNMENTAL AGREEMENT

This is an Intergovernmental Agreement with the City of Geneva to allow the park district to construct parking spaces along the right-of-way at Sandholm Woods Park. The parking spaces are included in the project bid approved at last month's board meeting. Chuck Radovich prepared the agreement.

Commissioner Abts made a motion to accept the City of Geneva Intergovernmental Agreement for construction, operation and maintenance of vehicular parking at the Sandholm Woods Park located on Sandholm Street in Geneva, Illinois. Commissioner Karas seconded. All ayes. Motion carried.

PEPPER VALLEY HOMEOWNER'S ASSOCIATION AGREEMENT & RESOLUTION #2009-6

This joint agreement allows the park district and association to continue to share maintenance and replacement costs of the playground as necessary. This is a public playground and the park district does an inspection on a regular basis. Commissioner Abts made a motion to approve the Pepper Valley Subdivision Park Site Lease Agreement for another 15 years and the Exhibit "E" Resolution #2009-6 as presented. Vice President VanderVeen seconded. Roll call vote was taken. Abts-aye, Condon-absent, Emma-aye, Karas-aye, VanderVeen-aye. 4 ayes and 1 absent recorded. Motion carried.

COMMUNICATIONS

Director Persinger advised that staff conducted a board training session with the two candidates for the park board election on April 7th. A tour of parks will be arranged by Larry Gabriel soon and will include any present board members that wish to attend. Vice President VanderVeen stated that she would like to do the tour also.

The warranty issues at SPRC continue with some of the locker locks malfunctioning. These locks are being replaced and the locker manufacturer has offered to replace all of the locks. The rain storms on March 9th and 10th produced three leaks in the building that need to be resolved. Staff continually contacts Williams Development about these issues and construction meetings will continue until the major items are corrected.

Director Persinger sent an e-mail letter to Representative Tim Schmitz about the grant application the district submitted for the north bridge at Island Park. Our grant consultant received information that IDOT may be announcing the release of grant money soon. Mr. Persinger requested that Representative Schmitz look into the process to see if funding could or will be released for this important project.

The next Park Foundation meeting is scheduled for March 24, 2009 at 7:00 PM.

FUTURE MEETINGS

Public Hearing	April 20	7:00 P.M.
Regular Scheduled Board Meeting	April 20	7:05 PM
Recreation Committee Meeting	May	TBD

STAFF REPORTS

SUPERINTENDENT OF LEISURE SERVICES

Supt. of Leisure Services Sheavoun Lambillotte reviewed her report. She advised that she has the FVSRA Pork Chop Dinner tickets and raffle tickets with her.

Ms. Lambillotte advised that they have been concentrating on getting the projects finished at SPRC. We are holding off on a couple of punch list items until our annual summer closing of the building. One of the projects that will be completed at that time will be to refinish the gym floor. She advised that the punch list is approximately 99.9% done and they are continuing to work on warranty items with Williams.

She stated that spring registration was extremely busy and spring registration revenue was up. She explained that the Kids' Zone Easy Pay will add an additional \$50,000 for camp programs.

The Stone Creek Miniature Golf will be opening May 1st. We are interviewing for the positions at Mini-Golf and we are in the process of putting a Wishing Well on Hole #2 and a Wheel Spinner on one of the other holes.

She advised that she is happy to report that the membership projections at each of the facilities have met budget.

Vice President VanderVeen asked if the revenues from last month at SRFC and SPRC are in line with what we were expecting as well and Sheavoun advised that yes they are on target.

She advised that she received an e-mail from the Mill Creek Principal thanking Stacey (Recreation Supervisor) and Matt (Site Coordinator) for moving Kids' Zone to Heartland so that they would have all of the school available for their Fun Fair.

Commissioner Karas asked about High School basketball and whether the park district will be offering a high school basketball league since the schools will no longer offer basketball at the intramural level due to lack of space at school. Ms. Lambillotte advised that we offer open gym almost everyday at SPRC and we have a lot of high school teens that come and play between 3:30-5:30 pm. We do have a high school league at Western Avenue School, but it barely goes with us having only four teams. She advised that we would be happy to continue to offer it, but it has been a tough road to get the teens involved. She has offered to run the program at the school in the past so that the kids would not have to get rides, etc. and stated that she would be happy to follow up with any contact that Commissioner Karas had regarding this.

John Devine stated he had two questions and asked that Ms. Lambillotte give more details as to why the gym floor had to be refinished. She answered that we plan on refinishing the gym floor every year due to wear and tear which is typical for wood floors. She added that there are a few punch list items on the floor (scratches, etc.), and rather than close the gym and have them repair it now, we are putting off the punch list items until August when the building will be closed. He asked what the cost of the refinishing of the floor would be and Ms. Lambillotte responded that she would have to get back to him on this.

Mr. Devine also questioned whether the Nicor bill is actual or estimated and Ms. Powell answered that it is actual.

The board asked that Mr. Devine write down any questions for the staff in the future so that the board meeting can move forward and staff will answer him directly rather than at the board meeting. Mr. Devine suggested that more information be put on the website to help answer questions. Director Persinger said that we would look into doing this, but space might be a factor in putting the budget, etc. on the website and added that the information is available at the park district.

SUPERINTENDENT OF NATURAL AREAS AND INTERPRETATION

Supt. of Natural Areas & Interpretation Becky Lambert reviewed her report. She advised that we are entering our burn season. The Three Bear Exhibit is over and as expected it was not as popular as the Dinosaur exhibit, but we were happy with the turnout.

SUPERINTENDENT OF PARKS AND PROPERTIES

Supt. of Parks & Properties Larry Gabriel reviewed his report. Staff is working on getting ready for the spring. The skate park opened on March 1st and he did report an incident on trash being dumped at the skate park.

Mr. Gabriel advised that the City of Geneva will be cutting back on their flowers in town; therefore he has advised our staff that we want our gardens and landscape areas the best that they have ever looked so that the public receives what is lacking in the City of Geneva within our parks. We will be planting trees in the spring at Island Park and various other sites. This is made possible from the Geneva Park District Foundation donation money. He gave an update on the Island Park flood situation and advised that we are assessing this area daily.

NEW BUSINESS

PECK FARM PARK PRAIRIE RESTORATION BIDS

Director Persinger reviewed the list of contractors and the bids for the installation of prairie seed, mesic prairie seed, native trees, etc. for the 30 acres of Peck Farm Park property east of the lake and adjacent to Fabyan Parkway. There are several bid alternates included with the base bid. Staff recommends that the 3 year stewardship and prescribed burn alternates be accepted along with base bid. The staff did not recommend the first alternate of supplying water to the new trees because of cost and the availability of the park staff to water the trees as needed. The second alternate was for stewardship of one year and we do not recommend only one year for this. The five year stewardship was thought to be too costly and the park staff could take over stewardship after the first 3 years.

Commissioner Abts made a motion to approve the base bid and alternate #3 for a three year stewardship and alternate #5 for the prescribed burns from Pizzo and Associates for a low bid of \$175,793.47. Commissioner Karas seconded. All ayes.

PECK FARM PARK AMPHITHEATRE BIDS

Ten contractors submitted bids for the amphitheater project at Peck Farm. Enclosed is the recommendation letter and list of bids received as presented by Upland Design. The recommendation letter suggests that the bid bond for the apparent low bidder, R.W. Clark, is invalid. Attorney Lee Perington reviewed the bid and concurs that the bid bond is not acceptable.

Commissioner Karas made a motion to accept the Landworks Ltd. low base bid and both alternates for a total of \$144,100.49. Commissioner Abts seconded. All ayes.

VEHICLE PURCHASE REQUEST

Director Steve Persinger advised that per the district's Master Plan a new vehicle is to be purchased for the Director through the State of Illinois Contract Bid.

Commissioner Abts made a motion to accept the State of Illinois Contract Bid with Landmark of Taylorville for the 2009 Chevy 4-door Impala for a total of \$16,900. Commissioner Karas seconded. All ayes. Motion carried.

AGREED COURT ORDER – DEMPSEY ING INC.

During their exterior utility work at SPRC, Dempsey Ing Inc. went out of business. The project was completed; however, Dempsey did not pay three of their sub-contractors. The park district was unaware of these three sub-contractors because they were not included on the list from Dempsey. The park district still owed Dempsey \$32,523.17 when they went out of business. The three sub-contractors want to be paid and the pro rata distribution is being decided in court including the amount the bond company owes to the subs. This is the normal course when these things happen per attorney Lee Perington.

Commissioner Abts made a motion to approve Court Order #08 CH3 3304 Consolidated with 09 CH 299, 08 CH 3737. Commissioner Karas seconded. All ayes. Motion carried.

PROPOSED BUDGET FY 2009-2010

The Finance Committee, consisting of Todd Karas and Peggy Condon, reviewed the budget and recommends board approval. Christy Powell summarized each section of the budget.

Ms. Powell highlighted a few areas for the board. We presented a balanced budget of 9.8 million dollars, which is an increase over last year of 7.57%. She stated that most of the increase is due to budgeting a full year of the new SPRC facility where last year was only 9 months. In addition, a lot of the programs are expanding such as the before and after school program and a lot more programs are being added at the new facility.

Ms. Powell reviewed the real estate taxes per the chart included in the budget that shows an increase of 5.3% which is ahead of the C.P.I of 4.1% due to the county estimate that our EAV will grow by 6.9%. Keep in mind that we are always a year behind so the economic climate has not caught up yet and 20% in our EAV is from new construction. We are budgeting investment income at 43% less than what we did last year because of the low Federal funds rate that we are seeing at 0-.25%. She reviewed the expenditures and advised we are looking at 2.5% increase in salaries, which translates into the corporate fund of .1% due to changes in management staff. The Recreation Fund shows an increase in salaries of 17.25% because of the doubling of the Kids' Zone staff and the full year of salaries at SPRC. Commissioner Karas made the comment that the presentation was very good. Each department head also did a good job on detailing on their area. Larry Gabriel added that the department heads went through item by item looking to where we could cut expenses. Changes were made with the staff members being more creative and were done without any compromise to the residents. Commissioner Abts asked that next year we look at fall back plans and Ms. Lambillotte stated that Christy Powell and she are looking at putting together a projected plan based on the future without impacting residents. Director Persinger advised that the Wild Goose Chase Company is taken out of the budget.

Commissioner Abts made a motion to approve the Budget 2009-10 as presented. Commissioner Karas seconded. All ayes. Motioned carried.

BUDGET AND APPROPRIATION ORDINANCE #2009-7

Director Persinger advised that the draft ordinance is enclosed for review. Christy Powell reviewed the information with the board. The ordinance will be presented at a Public Hearing on April 20th, 2009 at 7:00 PM and approved at the April 20th, 2009 board meeting.

PARK DISTRICT ORGANIZATIONAL CHART

A revised organizational chart was reviewed. A revision was necessary because of the SPRC facility addition and responsibility changes.

Commissioner Abts made a motion to accept the revised organizational chart as presented. Commissioner Karas seconded. All ayes. Motioned carried.

EXECUTIVE SESSION

At 8:02 p.m., Vice President VanderVeen made a motion to go into Executive Session to discuss personnel after a two-minute break. Commissioner Karas seconded. All ayes. Motion carried.

The board returned to the Regular Meeting at 8:10 p.m. Commissioner Karas made a motion to approve the full-time wage & salary increases for 2009-2010. Commissioner Abts seconded. All ayes. Motion carried.

ADJOURN

Vice President VanderVeen made a motion to adjourn the meeting at 8:20 p.m. Commissioner Abts seconded. All ayes. Motion carried.

Respectfully Submitted by:
Linda Fox /Dawn Flesvig